



CITY OF SAN DIEGO - 1222 FIRST AVE., M.S. 501, SAN DIEGO, CA 92101

# PUBLIC NOTICE

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**Date: Oct. 23, 2023**

**Subject: DSD Online Services Upgrade for Discretionary PTS Permit Applications**

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On Monday, Oct. 30, 2023, the Development Services Department (DSD) will convert all active Project Tracking System (PTS) "hybrid" [Discretionary Permit](#) applications to a fully cloud-based, online permitting system. The digital conversion replaces the interim "hybrid submittal process" implemented between May 2020 and Dec. 2021 to maintain permitting services during the onset of the COVID-19 pandemic.

## System Upgrade Timeline

- **Oct. 26 – All [OpenDSD](#) Hybrid PTS Projects Currently in Review Will be Closed**  
To accommodate the online services upgrade, on Thursday, Oct. 26 at 4 p.m., all active discretionary PTS permit applications using the hybrid submittal process will be closed and converted to PRJ permit applications using the [DSD Online Services](#) customer portal.
- **Oct. 30 – Go Live with the Upgrade from Hybrid PTS to Full PRJ Projects**  
DSD will resume processing all discretionary PTS permit applications and resubmittals that have been converted to the online permit system on Monday, Oct. 30, at 7 a.m. Customers will be able to access project status, project issues reports, documents and invoicing through [DSD's Online Services portal](#).

**#DigitalDSD** The upgrade of PTS "hybrid" [Discretionary Permit](#) applications is among the latest enhancements to the City's permitting process to help reduce permitting processing times and provide enhanced service to customers. It is an integral part of #DigitalDSD, an initiative to modernize all DSD workplace systems and cost-effectively leverage technology to increase productivity and improve service delivery.

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