

TAC Ad Hoc Committee Virtual Meeting

January 24, 2024
2:30 PM



Development
Services

Agenda

- **Announcements & Roll Call**
- **Discussion/Action/Informational**
 - ITEM-1 Mobility Master Plan – Sustainability & Mobility Department (SuMo)
 - ITEM-2 Create new TAC Ad Hoc Subcommittee for commercial to residential building conversion
 - ITEM-3 Online permitting tool enhancement
 - ITEM-4 Rapid Review Program Update
 - ITEM-5 Accela Update
 - ITEM-6 Backflow Prevention Requirements – Public Utilities Department (PUD)
 - Next TAC Ad Hoc Meeting: April 24, 2024
- **Adjourn**

ITEM-1 San Diego Mobility Master Plan Update

Sustainability & Mobility Department

- Alyssa Muto, Director
- Kristy Reeser, Deputy Director
- Philip Trom, Program Manager



Development Services Department

ITEM- 2 TAC Subcommittee



TAC Subcommittee Commercial to Residential Building Conversion

Gary Geiler, Assistant Director

Subcommittee Focus

- AB 2011, the Affordable Housing and High Road Jobs Act of 2022 and
- SB 6, the Middle-Class Housing Act of 2022
- Effective July 1, 2023
- Intended to permit residential development on sites currently zoned and designated for commercial or retail uses
- State statute has not been adopted by San Diego

TAC Subcommittee

- Work with DSD to review regulations, identify challenges with converted projects, provide feedback to staff
- DSD requests 2-3 volunteers from the Technical Advisory Committee

ITEM-3 Online Permitting Tool Enhancement

Alfred Bajet

Acting Deputy Director | Development Services





Item 4 – Rapid Review Program Update

Kelly Charles
Building Official
Deputy Director
DSD

Standard

Express

Expedite

Rapid Review

This is the average time to complete the first plan check review and subsequent reviews, based on [Rapid Review](#) review times for applications reviewed within the last 30 calendar days.

Review Discipline	Number of Reviews In-Queue	Number of Reviews Completed	First Reviews (Average Days) ¹	Rechecks (Average Days) ²
DSD-Combined	20	318	1	2
DSD-Planning Review	10	240	2	2
DSD-Engineering Building Review	5	196	3	2
DSD-Electrical	4	171	1	1
DSD-Structural	2	184	3	1
DSD-Addressing	0	4	18	*



Projects that Qualify for Rapid Reviews

Single Family Homes and Duplex Projects

1. First floor additions up to 750 square feet in area for a single-dwelling unit or duplex additions, can include JADU or ADU.
2. Interior remodels of single-dwelling unit and duplexes or garage conversions, can include JADU or ADU conversion.
3. Accessory structures using City of San Diego standard designs and the following:
 - a. Carports
 - b. Patio Covers
 - c. Retaining walls (one wall type, maximum 6 feet in height)
 - d. Simple foundation repairs
 - e. Awnings (up to two types)
 - f. Deck/stair repairs
 - g. Equipment platforms
 - h. Roof-mounted equipment
 - i. Production phase of a master plan pool up to 6 feet in depth per Information Bulletin 712.
4. Movable tiny homes designed per Information Bulletin 403.



Commercial and Multi-Family projects and Other Permit Types

1. Accessory structures:
 - a. Carports
 - b. Patio Covers
 - c. Retaining walls (one wall type, maximum 6 feet in height)
 - d. Awnings (up to two types)
 - f. Deck/stair repairs
 - g. Equipment platforms
 - h. Roof-mounted equipment
 - i. Production phase of a master plan pool up to 6 feet in depth
2. Tenant Improvement projects for offices, retail, storage and factory uses not exceeding 10,000 square feet in area on not more than two floors and not associated with any structural work or any hazardous materials.
3. Multi-Dwelling Unit remodels that do not qualify for no plan reviews

Other Permit Types

1. Fire alarm systems
 - a. Affidavits
 - b. Sprinkler monitoring systems
 - c. Office Tenant Improvement fire alarm systems not exceeding 10,000 square feet in area
 - d. Fire alarm control unit upgrades/replacements
2. Fire sprinkler/suppression systems
 - a. Affidavits
 - b. kitchen hood suppression systems
 - c. Office Tenant Improvements sprinkler systems not exceeding 50 sprinkler heads.
 - d. Fire underground serving a single building
3. Sign Permits
3. Minor Right-of-way permits as identified in Information Bulletin 165, "How to Obtain a Public Right-of-Way Permit for Standard Public Improvements."

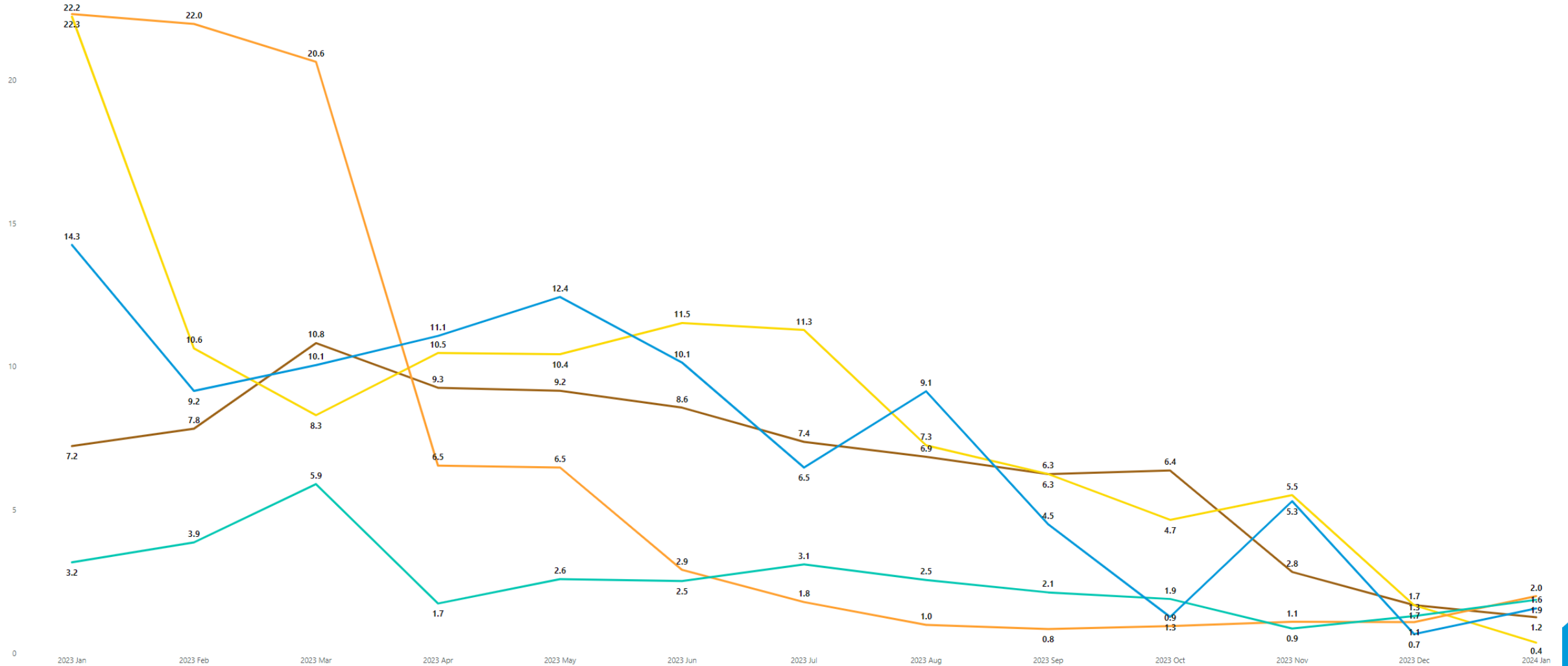


Rapid Reviews Timeline Improvements

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TOP 5 BY VOLUME COMPLETED - AVERAGE DURATION - CALENDAR DAYS

Task ● DSD-Combined ● DSD-Electrical ● DSD-Engineering Building Review ● DSD-Planning Review ● DSD-Structural





Time to upgrade!

ITEM-5 Accela System Upgrade 2024

- JC Thomas, Assistant Director
- Development Services Department



Accela Enhancements – 2024

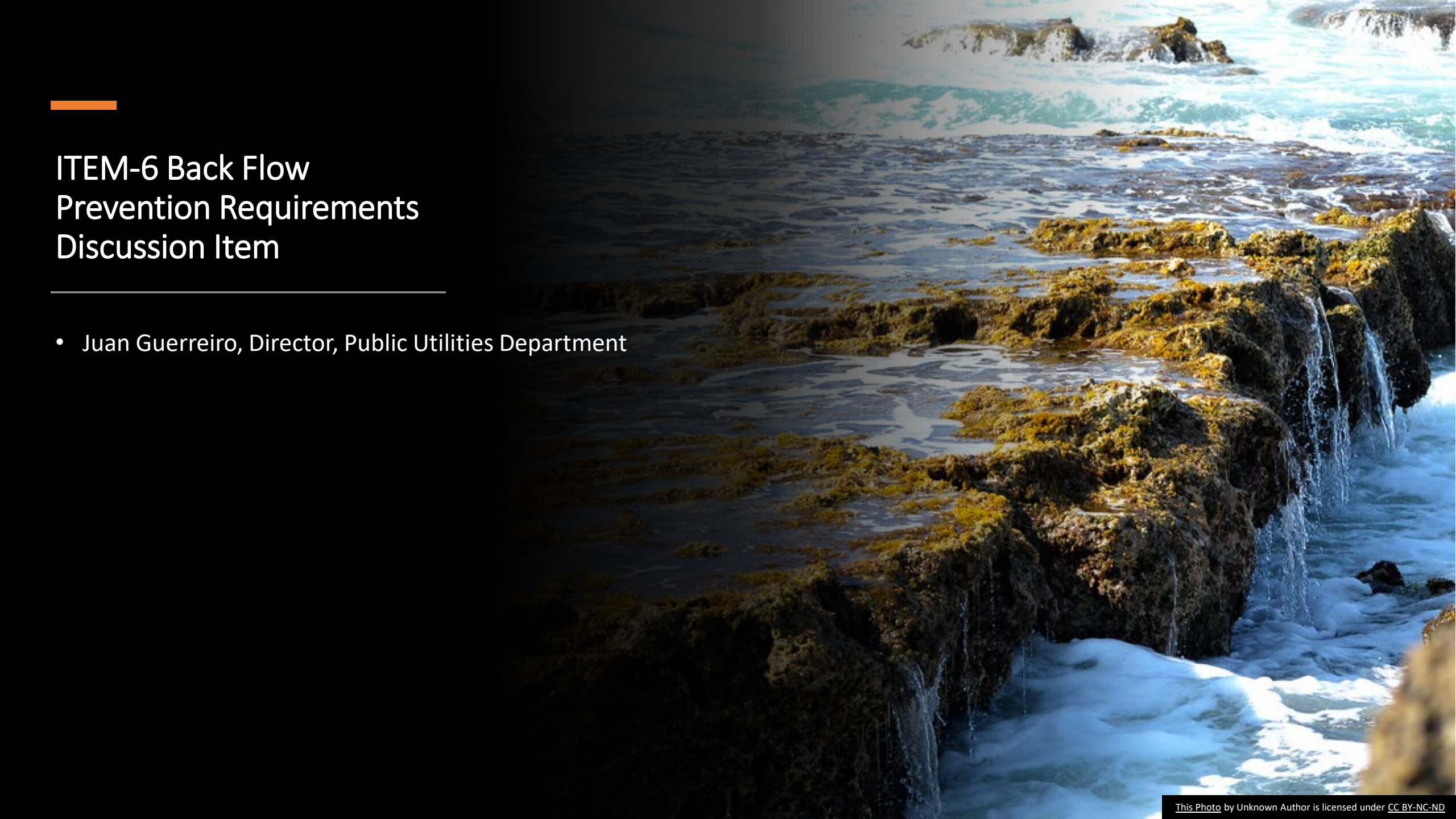
PTS Conversion

- More than 5,000 active ministerial projects in PTS
- Projects are in Review or Inspection Phase
- Conversion is in TEST phase to assess all critical information is transferred (fees, dates, status)
- Next step: Finalize conversion, public notice and Go Live date

Online Permitting Enhancements

- ❖ 125 system enhancements have been submitted by DSD IT ambassadors
- ❖ Developed a new scoring system to prioritize enhancements
- ❖ Enhancements include customer communications, configuration changes, adding documents types, projects tags, etc.
- ❖ DSD forming an internal super user group to collaborate on future improvements

2024 work plan includes RFI/RFP for Online Permitting and Plan Review Application. DSD is in year 4 of a 5-year contract with Accela and EPR.



ITEM-6 Back Flow Prevention Requirements Discussion Item

- Juan Guerreiro, Director, Public Utilities Department



Questions ?

- **Questions**
- **Future Agenda Items**
- **Next Meeting: April, 2024**