



CITY OF SAN DIEGO – 1222 FIRST AVE., SAN DIEGO, CA 92101

PUBLIC NOTICE

Date: July 17, 2020

Subject: Week of July 17, Summary of Department Operational Changes in Response to COVID-19

As the impact of the COVID-19 pandemic is continuously evolving, the Development Services Department (DSD) is adjusting how it provides essential City services to customers. DSD operational changes are fluid and updated as needed to help ensure the health, safety and well-being of customers and employees of essential businesses.

*Note: Due to COVID-19 impacts to customers, employees and DSD operations, the turnaround times for set up, stamp transfer and permit issuance are elongated, and many customers have experienced delays. DSD Management has undertaken strategic personnel reassignments to mitigate the backlog in order to better serve our customers. Additionally, new Open DSD enhancements are being evaluated for the hybrid process. We acknowledge the inconvenience and ask for your continued patience during this transition.

DSD sends process update [emails to subscribed customers](#) to keep stakeholders informed of the latest news, as significant operational changes are incorporated. An email recap will be sent at the end of the week if significant changes occur.

Customers are encouraged to visit sandiego.gov/dsd-covid19 to keep updated on all of the latest changes. Here is a summary of this week's service changes:

- **Temporary Outdoor Business Operations:** On June 14, the City Council approved an urgency ordinance that will allow for the Temporary Outdoor Business Operations Permit to support local retail outlets and restaurants devastated by economic impacts from COVID-19. The online permit temporarily allows for the expansion of outdoor dining and retail on to the public right-of-way, private parking lots or public spaces.

Issuance of the temporary permit is subject to new guidelines or mandates for public gatherings and social distancing in accordance with the County of San Diego public health

orders and guidelines from the California Department of Public Health and Centers for Disease Control and Prevention. [Learn more](#).

- **New applications, submittals and construction changes processed entirely online.** As of July 1, all new applications for permits and approvals, as well as construction changes for previously issued permits and deferred submittals, must be processed online by visiting the DSD home page: sandiego.gov/dsd. DSD Information Bulletins and Forms are in the process of being updated to reflect updated instructions for these digital processes.

Paper applications received before July 1 may continue to be processed in paper format. Still, applicants are encouraged to digitize all project-related files to expedite processing and avoid delays with [mandatory quarantine periods in place](#) to review hardcopy files.

[Learn more](#). #DigitalDSD

- **Reminder:** The Technical Advisory Committee Ad Hoc meeting will be held on July 22, 2020, at 11:30 a.m. The Ad Hoc Committee is for DSD stakeholders to provide input into new and upcoming DSD operational changes, provide feedback on the New BluePrint and on #DigitalDSD enhancements. [Learn more](#).

COVID-19 Information

Stay informed about COVID-19 by visiting the [City's COVID-19 Information page](#), the [Center for Disease Control website](#) and the [County of San Diego Health and Human Services website](#).

Email Updates

Visit sandiego.gov/dsd-email to keep up-to-date with DSD via email.