

### Facilities Financing Appointment Review

This document explains Appointment Review for Over-the-Counter Permits:

- 1) Verify that a Project Number (PTS number) has been assigned to the project with an Appointment Review Cycle opened for Facilities Financing.
- 2) Structural and Zoning/Planning Project Job Signoffs are required prior to Facilities Financing's Review of Project.
- 3) Contact the appropriate Facilities Financing Project Manager (area assignments listed below) to inform him or her that you will drop off the plans for review, and if you would like the plans returned. Staff is not able to provide over-the-counter reviews.
- 4) Deliver plans to Facilities Financing's front desk, located in the Executive Complex Building, 1010 Second Avenue, Suite 600, East Tower.
- 5) If impact fees are assessed on the project, the assigned Facilities Financing Project Manager will input the fee(s) directly into PTS and sign off on the review electronically. The customer will pay these fees during Building Permit issuance.

#### Facilities Financing Project Managers:

Vicki Burgess (619) 533-3684 <a href="mailto:vburgess@sanidiego.gov">vburgess@sanidiego.gov</a>	Project Manager - Barrio Logan, Carmel Valley, East Elliot, La Jolla, Mid-City, Navajo, Old San Diego, Pacific Highlands Ranch, Serra Mesa, Skyline/Paradise Hills, Torrey Pines, Via de la Valle
Bill Crane (619) 533-3685 <a href="mailto:wcrane@sanidiego.gov">wcrane@sanidiego.gov</a>	Project Manager - Black Mountain Ranch, Mira Mesa, Mission Valley, Peninsula
Ben Hafertepe (619) 533-3913 <a href="mailto:bhafertepe@sanidiego.gov">bhafertepe@sanidiego.gov</a>	Project Manager - Downtown, Greater Golden Hill, Mission Bay Park, Mission Beach, Midway/Pacific Hwy, San Diego Uptown, Civic Enhancement Fund (Public Arts)
Velina Hamilton (619)533-3662 <a href="mailto:vohamilton@sanidiego.gov">vohamilton@sanidiego.gov</a>	Project Manager - Clairemont Mesa, College Area, Encanto Neighborhoods, Greater North Park, Ocean Beach, Otay Tierrasanta
Frank January (619) 533-3699 <a href="mailto:fianuarv@sanidiego.gov">fianuarv@sanidiego.gov</a>	Project Manager - Balboa Park, Fairbanks Ranch, North University City, Otay Mesa, South University City
Charlette Strong Williams (619) 533-3683 <a href="mailto:cstrong@sanidiego.gov">cstrong@sanidiego.gov</a>	Carmel Mountain Ranch, Del Mar Mesa, Kearny Mesa, Linda Vista, Miramar Ranch North, Rancho Encantada, Rancho Peñasquitos, Scripps Miramar Ranch, Torrey Highlands, Subarea 2