



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

# PUBLIC NOTICE

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**Date: Aug. 7, 2024**

**Subject: DSD Office and Phone Line Closures on Friday, Aug. 16**

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On Friday, Aug. 16, the Development Services Department (DSD) will hold a required department-wide training and meeting, impacting the services listed below. Most walk-in and phone services will be unavailable during the closure and will resume during the next regular business day on Monday, Aug. 19. All online services will be available by visiting [sandiego.gov/DSD](https://sandiego.gov/DSD).

## **Available Online Services During the Closure**

Online services include applying for permits, making online payments, checking a project's status, accessing the Zoning and Parcel Informational Portal, scheduling inspections, booking virtual over-the-counter appointments, or requesting Building and Land Use Enforcement (BLUE) investigations.

- **Cashier Services**

Appointment and walk-in Cashier Services will be closed. Customers are encouraged to make online payments by e-check or credit card. Walk-in drop-safe payments will be accepted on the first-floor lobby of the City Operations Building.

- **Records Services**

Appointments and walk-in Records services will be closed.

- **General Department Line: 619-446-5000**

The phone lines will be closed.

- **Inspection Services Line: 858-581-7111**

Inspections may be scheduled online, 24/7, through the online permitting portal for

individuals listed as a point of contact on the permit or by using the automated phone service by calling 858-581-7111. [Standard Inspections](#) will resume on Monday, Aug. 19. In addition, [Enhanced Inspections](#), if available, must be requested no later than Wednesday, Aug. 14.

- **BLUE Line: 619-236-5500**

The BLUE line will be closed all day. Investigation requests can be submitted easily [online](#) 24/7. We thank you in advance for your cooperation and ask that you please plan accordingly.

- **Downtown Service Hours**

Regular Downtown service hours will resume on Monday, Aug. 19. As a reminder, most DSD services are provided Monday through Thursday from 7 a.m. to 4 p.m. and Fridays from 10 a.m. to 4 p.m. All services are closed daily between 11:30 a.m. and 12:30 p.m. [Appointments for most in-person services](#), including payments, self-service workstations and records review are required.

### **What are the Current Processing Times?**

You can now check on [permit processing timelines](#) for intake, review and permit issuance.

### **Email Updates**

Visit [sandiego.gov/dsd-email](http://sandiego.gov/dsd-email) to get the latest news and updates straight from DSD.