

IMPORTANT NOTICE REGARDING A ONE WEEK SUSPENSION IN THE ACCEPTANCE OF NEW PLANNING AND BUILDING PERMIT APPLICATIONS

Date of Notice:	December 28, 2020
Services to be Suspended:	Acceptance of new applications for Planning and Building Permits
Dates of Suspension:	January 11 – 15, 2021
Purpose of Suspension:	Prepare for the launch of an improved on-line permitting system and make progress on the processing of existing permit applications (see discussion, below).

Discussion

The Planning and Building Department is about to release the first phase of a comprehensive upgrade to its on-line permitting system. The successful launch of this system will greatly improve the Department's ability to provide efficient permit processing services. In addition to expanding the Department's ability to accept all on-line building permit applications, the upgrade will improve the user interface and streamline workflows, thereby decreasing processing times.

To facilitate the necessary training and system testing prior to the January 15, 2021 release date, the Department will temporarily suspend the processing of new planning and building permit applications during the week of January 11 to January 15, 2021. Such applications submitted during this period will be processed beginning on January 19, 2021 in the order received.

The Department will continue to process existing applications, accept plan revisions and resubmittals, and provide all other services during the temporary suspension. For more information on how to conduct business with the Department, please go to <https://planning.smcgov.org/press-release/department-services-update>.