

Expedited Plan Review is for projects that do not qualify for Express Plan Review and are of sufficient quality and completeness to qualify for the expedited review process (if adequate staffing is available). Expedited review processing is typically completed in half the regular review time. You may request this option when submitting for plan review.

Fire Services

Fire review typically only applies to new residential construction and addresses fire access, hydrant proximity and fire alarm requirements.



Development Services for Single-Family Residential

(1st Floor)

WHERE YOU CAN REACH US:
Development Services Center
City of San Jose
200 East Santa Clara Street
San Jose, CA 95113
(408)535-3555

For more information
call (408) 535-3555

City of San Jose
Development Services
www.sanjoseca.gov

DEVELOPMENT SERVICES for Single-Family Residential

Development Services Counter encompasses the first two floors of the City Hall Tower. Development Services for all Single-Family Residential projects are provided on the first floor. All Non-residential services are provided on the 2nd floor.

The first floor of the Development Services Center provides service for all single-family residential development needs. Customers can obtain development services from Planning, Public Works, Building and Fire Divisions. Customers can obtain information, submit permit applications, pay permits fees and obtain permits during regular business hours. Contact Development Services at (408) 535-3555 for general Development Services information, zoning and planning information, and scheduling for the Development Services appointments. Development Services self-service stations are also available on the first floor of the Development Services Center.

Planning Services

Public information services include General Plan, zoning, other land use information, public inquiries and letters, submittal of development applications related to single-family residential development. Planning services also include Single-family Site Review appointments.

Applications for single-family residential can include: General Plan Amendments, Conventional Zoning, Planned Development Zoning and

Permit, Single-Family House Permit, Site Development Permit, Special Use Permits, Historic Preservation Permit, Development Variance and Exception, Conditional Use Permit, Lot Line Adjustment and Tentative Parcel Map, other minor permits including Tree Removal Permits and Adjustments.

These applications require an appointment to file the application. An application appointment enables us to provide the best possible service to our customers.

Tree Removal Permit Application and Preliminary Review Questionnaire do not require an appointment and can be submitted at the Development Services counter. All other application appointments will occur on the 3rd floor.

Planning applications are available through our website at www.sanjoseca.gov/planning.

Single-family Site Review is the initial plan review submittal appointment. This review includes zoning conformance review of the proposal, for setbacks, height, and other development regulations.

Public Works Services

Public Works review and permits issued in support of single-family residential new construction and alterations include: Grading, New Driveway construction, Sanitary Sewer Lateral construction. If the property is located in a Flood Hazard Zone or Geologic Hazard Zone, additional clearances will be required.

Building Services

Building Plan Review is required for most types of construction projects as a condition of permit issuance. Also, work that does not require a building permit is addressed in the Building Division's informational handout "Work That Is Exempt From Permits" Handout No. 1-1. This handout, as well as other building related information, are available at www.sanjoseca.gov/building.

Simple Permits do not require plan review. These are typically re-roofs and minor single-family plumbing, mechanical or electrical permits. These can be obtained on the 1st Floor, Development Services Center without an appointment. Most simple permits can be obtained 24 hours a day, 7 days a week over the internet at www.sjpermits.org.

Building Plan Review Services are required for most types of construction projects as a condition of Permit issuance.

Regular Plan Review service is for projects requiring substantive review. In-take of these plan reviews is through Single-family Site Review appointments.

Express Plan Review is provided in a pre-scheduled one-hour appointment. If plans are approved, a permit can be issued after the appointment. Residential projects must meet Residential Express requirements such as projects that are not required to have engineered designs or are one-story alterations, as well as most accessory structures.