



County of San Diego, Planning & Development Services

Self-Certification Overview

BUILDING DIVISION

The Self-Certification Program allows a registered professional to bypass the normal plan review process and get approval for permits in one to five business days. Participating professionals must meet minimum qualifications and attend a Self-Certification training class.

Professional Qualifications

The qualifications for registration depend on the type of self certification being provided. For further clarification please review the Self-Certification rules handout provided on our website. Each permit type describes the type of registered professional required to participate. The following are a list of the different professionals that may apply.

- Architect or Professional Engineer registered in California for at least three years to certify building plans
- Landscape architect registered in California for at least three years to certify landscape plans,
- Landscape designer with an accredited associates degree in landscape design and three years of experience in the County of San Diego.
- Landscape Contractor with a current clear contractors license and three years experience
- Civil engineer registered in California for at least three years to certify grading and drainage plans
- Successful completion of self-certification training from the Planning & Development Services for the type of self certification that will be practiced.

Submittal Requirements

- Building projects must obtain all planning, zoning, grading and drainage approvals as necessary prior to the County's intake of the plans.
- Minor grading projects must obtain all zoning, and fire authority as necessary prior to the Counties intake of the plans.
- All projects are subject to random audit.
- All plan sheets must be sealed by a professional registered in the State of California.
- Additional program requirements for all projects include: a hold-harmless letter signed by all registrants, an owner/tenant indemnification letter, a copy of the Self-Certified Professional's Certification of Insurance, and self-certification project application.
- Current forms and checklists are on-line at:

https://www.sandiegocounty.gov/content/sdc/pds/bldg/scp_programoverview.html

Eligibility

Project scope of work must comply with the Self-Certification Program Eligibility Chart.

For more information about this process or how to become certified, contact Planning & Development Services at (858) 495-5483 or Sylvia.Mendez@sdcounty.ca.gov.

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