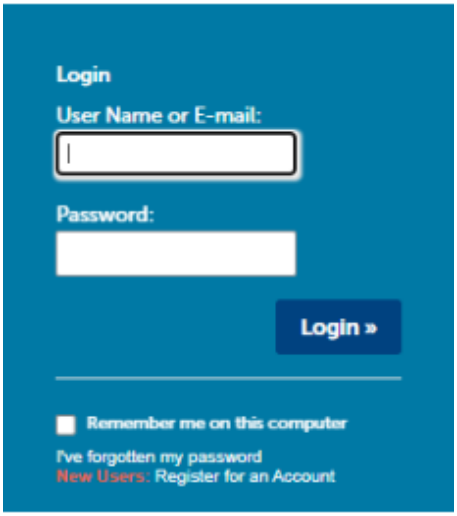
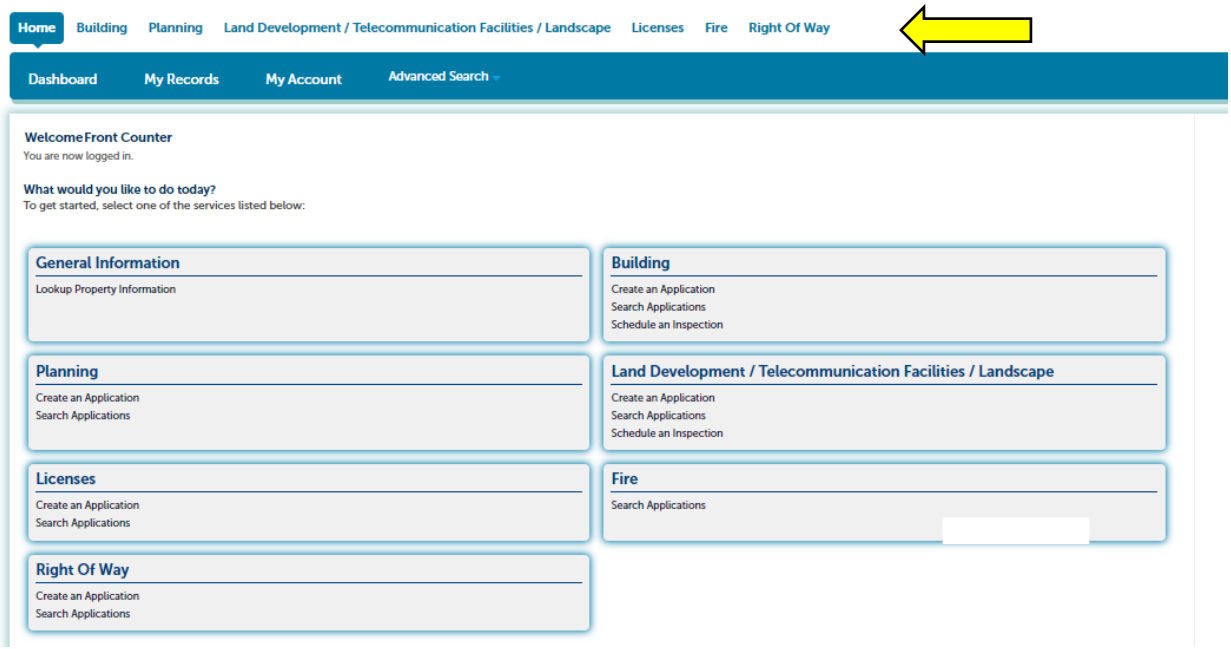
STEP 1: Log into Accela
[Citizen Access]



STEP 2: Select the tab associated with the record type



Need Help? Please see the following lists related to Record Types:

- **Building**
  - Commercial New Construction
  - Commercial Private Site Improvements
  - Commercial Signs
  - Commercial Solar Energy
  - Demolition Permit
  - Mobile Home Park
  - Pool/Spa Permit
  - Reroof Permit
  - Residential Accessory Dwelling Unit / Junior Accessory Dwelling Unit
  - Residential Accessory Permit
  - Residential Addition/Remodel
  - Residential New Construction
  - Residential Private Site Improvements
  - Residential Solar Energy
  - Residential Utility - Citizen Access
  - Solar Permit with SolarApp+
  - Tenant Improvement

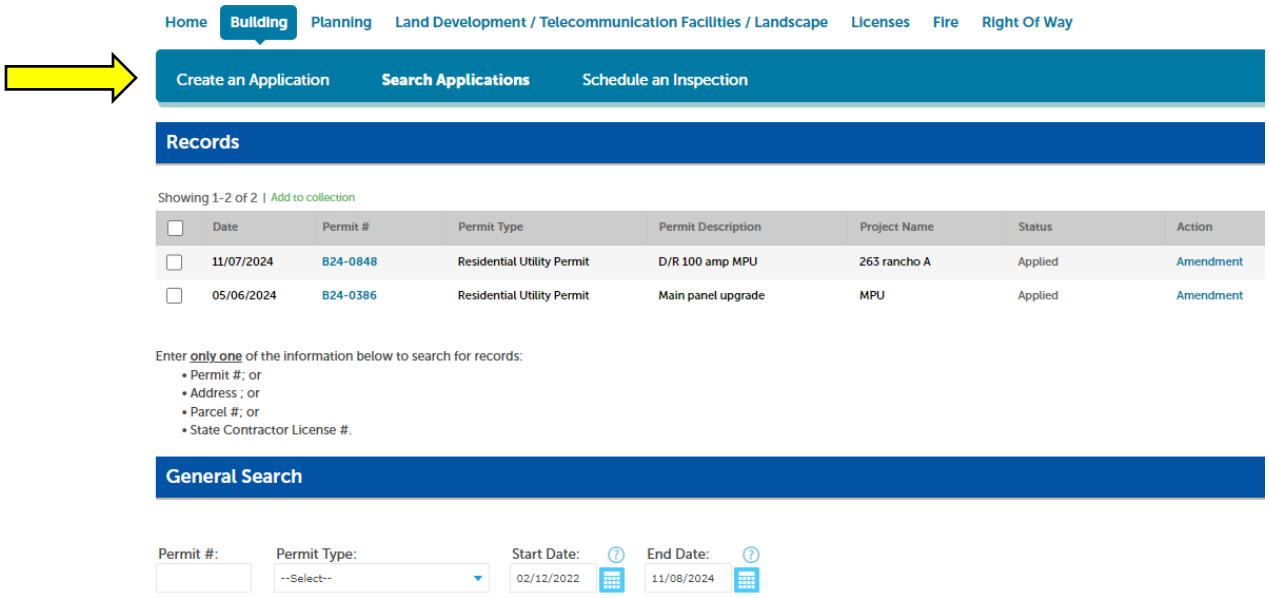
- **Planning**
  - Certificate of Appropriateness
  - Discretionary Approval
  - Environmental Review
  - Historic Designation
  - Mills Act Application
  - Preliminary Review

- **Land Development**
  - Final Map
  - Grading Permit
  - Improvement Plan Permit
  - Lot Adjustment
  - Minor Construction Permit
  - Parcel Map
  - Permanent Encroachment Agreement
  - SB9 - Urban Lot Split
  - Temporary Encroachment into City Right Of Way
  - Tentative Parcel Map
  - Vacation

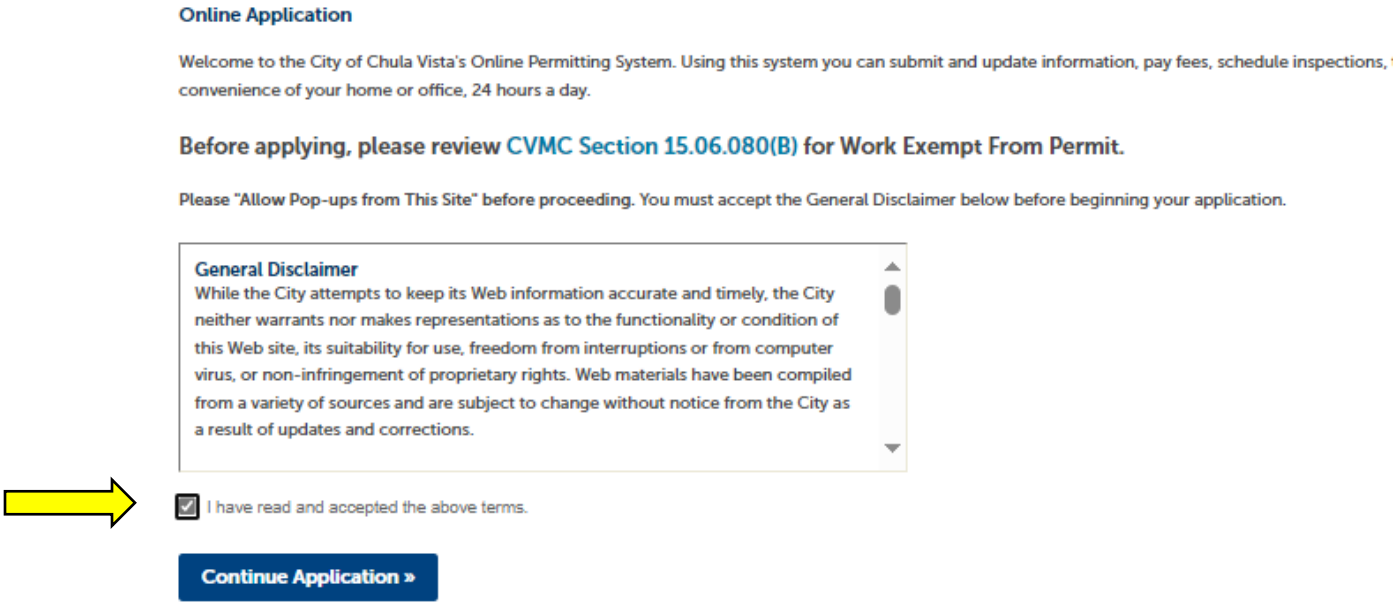
- **Landscape**
  - Landscape Architecture Permit

- **Wireless Telecommunication**
  - Micro Cells
  - Pole License
  - Telecom Underground and Aerial
  - Wireless Telecommunication Facility (Macro Facility)

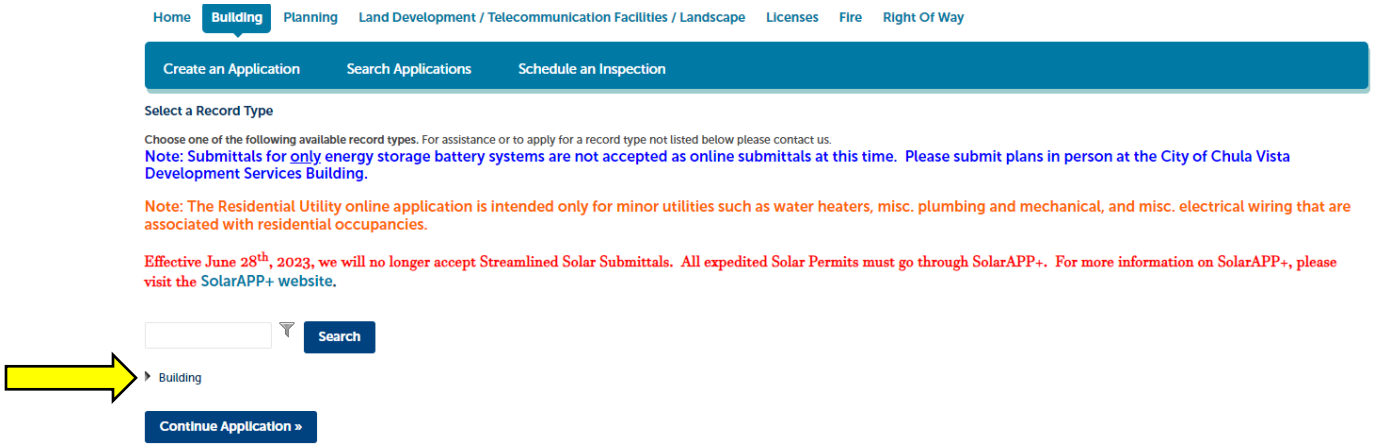
STEP 3: Once the appropriate record type has been selected, click "Create an Application"



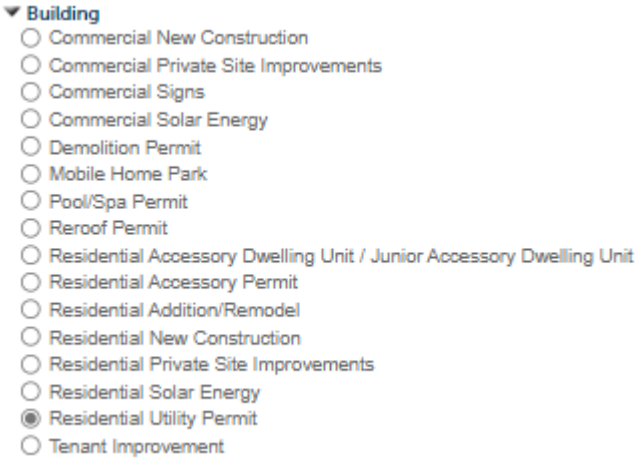
STEP 4: Address the General Disclaimer. Check the box to accept the terms, and click "Continue Application"



STEP 5: Click the right facing triangle to expand the list of permit applications



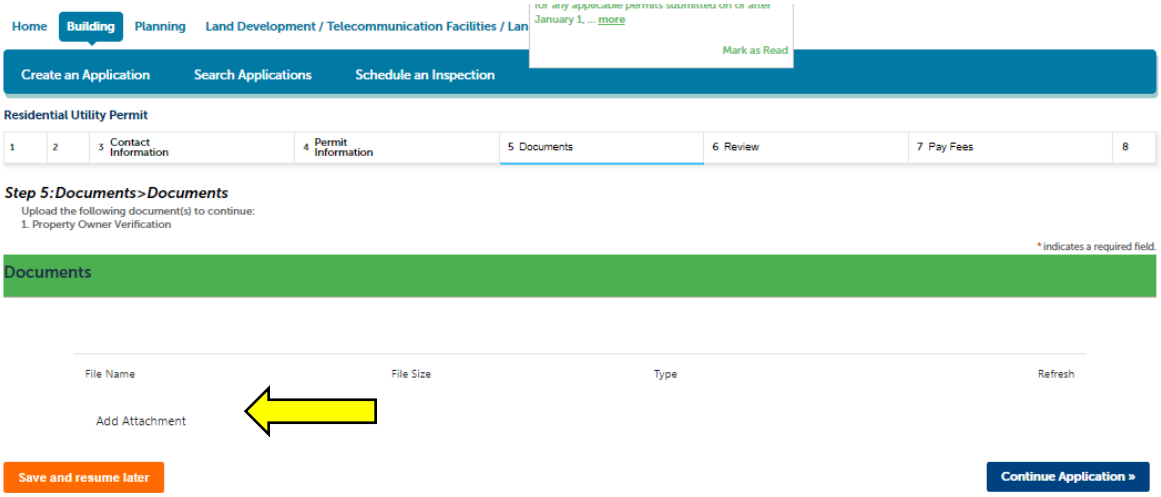
STEP 6: Select the permit application from the drop-down list and click "Continue Application"



STEP 7: Complete all applicable date fields in the application

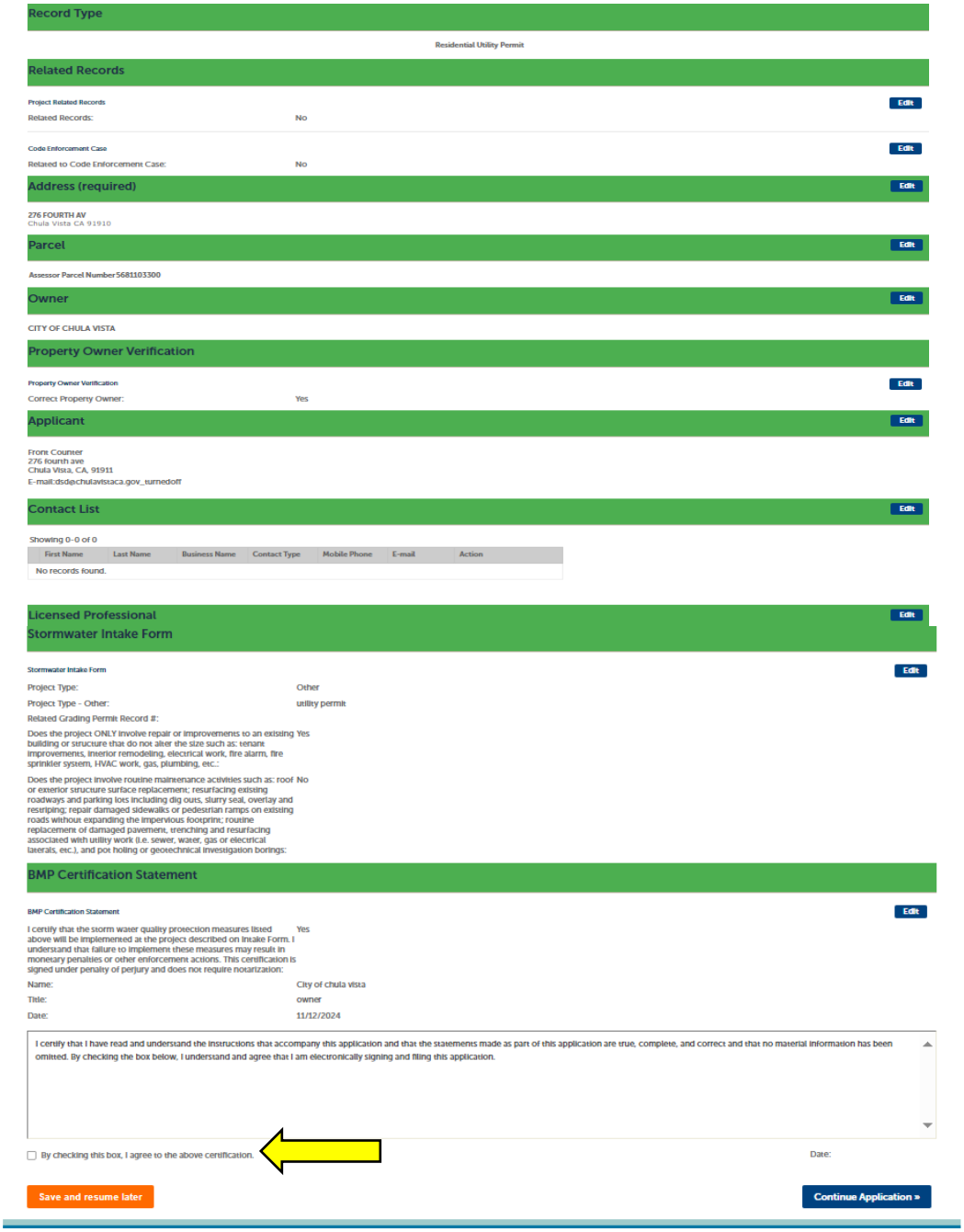
STEP 8: Upload all required Files/Documents

Need Help? Click on the following link for the guide on **"How to Upload Documents".**



Still Not Working? Please email our Development Services staff at DSD@chulavistaca.gov for assistance.

STEP 9: Verify all information is true, complete, and correct, read the certification statement and check the box, click "Continue Application" to proceed



Record Type

Residential Utility Permit

Related Records

Project Related Records — Edit

Related Records: No

Code Enforcement Case — Edit

Related to Code Enforcement Case: No

Address (required) — Edit

276 FOURTH AV
Chula Vista CA 91910

Parcel — Edit

Assessor Parcel Number 5681103300

Owner — Edit

CITY OF CHULA VISTA

Property Owner Verification

Property Owner Verification — Edit

Correct Property Owner: Yes

Applicant — Edit

Front Counter
276 fourth ave
Chula Vista, CA, 91911
E-mail:dsd@chulavistaca.gov_turnedoff

Contact List — Edit

Showing 0-0 of 0

First Name	Last Name	Business Name	Contact Type	Mobile Phone	E-mail	Action
No records found.						

Licensed Professional — Edit

Stormwater Intake Form

Stormwater Intake Form — Edit

Project Type: Other

Project Type - Other: utility permit

Related Grading Permit Record #:

Does the project ONLY involve repair or improvements to an existing building or structure that do not alter the size such as: tenant improvements, interior remodeling, electrical work, fire alarm, fire sprinkler system, HVAC work, gas, plumbing, etc.: Yes

Does the project involve routine maintenance activities such as: roof or exterior structure surface replacement; resurfacing existing roadways and parking lots including dig outs, slurry seal, overlay and restriping; repair damaged sidewalks or pedestrian ramps on existing roads without expanding the impervious footprint; routine replacement of damaged pavement, trenching and resurfacing associated with utility work (i.e. sewer, water, gas or electrical laterals, etc.), and pot holing or geotechnical investigation borings: No

BMP Certification Statement

BMP Certification Statement — Edit

I certify that the storm water quality protection measures listed above will be implemented as the project described on Intake Form. I understand that failure to implement these measures may result in monetary penalties or other enforcement actions. This certification is signed under penalty of perjury and does not require notarization: Yes

Name: City of chula vista

Title: owner

Date: 11/12/2024

I certify that I have read and understand the instructions that accompany this application and that the statements made as part of this application are true, complete, and correct and that no material information has been omitted. By checking the box below, I understand and agree that I am electronically signing and filing this application.

☐ By checking this box, I agree to the above certification. Date:

Save and resume later — Continue Application »

STEP 10: If payment is required, proceed to the next tab, and enter your payment information. Once your application has been submitted successfully, your Permit/Record Number will appear

