



CITY OF PORT ORCHARD
Department of Community Development
Permit Center

April 29, 2020

**Port Orchard Response to Phase 1 Construction Restart and
the Governor's Clarification on Implementation.**

Scheduling Inspections and Issuing Permits

In response to the Governor's April 24th announcement to allow current construction projects to be completed, DCD is taking immediate steps to redeploy relevant services, while also adhering to the Governor's required guidance on social distancing and safety on construction sites.

Prior to recommencing work, all contractors are required to develop and post at each jobsite a comprehensive COVID-19 exposure control, mitigation and recovery plan. Under the Phase 1 Jobsite Safety Requirements, the following documents are required to be posted on each jobsite:

- Jobsite Safety Requirements by the Construction Working Group.
- Coronavirus Protection General Requirements.
- Written Notice to Workers, Subcontractors, and Government Officials of Work to be Performed at the Jobsite.
- Phase I Jobsite Safety Plan.
- CDC Recommendations on Hand Hygiene.
- Jobsite Visitor Log for daily attendance of all workers and visitors.

Guidance, including sample documents, can be found on Department of Labor & Industries website: https://biaw.com/jobsite_safety

On April 29, 2020, the Governor's Office released a clarification regarding implementation of Phase 1 Construction Restart and authorized construction activities. Authorized construction includes:

- Construction previously authorized under Proclamation 20-25 and Governor Inslee's March 25, 2020, memo on construction.
- Construction not previously authorized under Proclamation 20-25 and the March 25, 2020, memo that was in existence on March 23, 2020. For purposes of this memo, in existence means construction activity that is:
 - Needed to fulfill an obligation under a contract effective prior to March 23, 2020,
 - Examples: Pre-sale on new home, contract with contractors, rate locks etc.
 - Authorized by a government-issued permit obtained prior to March 23, 2020.
 - Obtained is interpreted as the permit was issued, not just submitted for.

SCHEDULING INSPECTIONS

In response to that directive, the City of Port Orchard Permit Center will resume scheduling inspections for issued permits which conform to the Governor's Proclamation 20-25 and to the clarification issued today for Phase 1 Construction Restart. Requests for inspections can be called in to the DCD Permit Center at (360) 874-5533, or by emailing permitcenter@cityofportorchard.us beginning on **Wednesday, April 29, 2020** with the first inspections occurring **Friday, May 1, 2020**. Depending on the type of inspection and the Inspector available, the inspection may be done by video or onsite.

Prior to scheduling an inspection, confirmation will be requested that [Phase 1 Construction Restart COVID-19 Job Site Requirements](#) have been met and a comprehensive COVID-19 exposure control, mitigation, and recovery plan is posted at each job site. This plan must be available for viewing when the inspector arrives onsite. If a plan is not in place, the inspection will not be scheduled.

ISSUING PERMITS

The City of Port Orchard Staff continues to review permit applications, with limited staff working behind closed doors or teleworking. As a result, you will likely experience longer response times. Once applications are approved, the clerical staff will be contacting applicants with information on how to pick up a permit remotely, and on how to pay any fees due on the permit.