

COVID-19 JURISDICTION UPDATE

Updated July 24th, 2020

MARYLAND	CONSTRUCTION ALLOWED	ACCEPTING NEW BUILDING PERMITS	REVIEWING SUBMITTED PLANS	INSPECTION STATUS
ANNE ARUNDEL COUNTY ¹	YES	By USPS or Drop Off	By USPS or Drop Off	No inspections performed on existing/occupied buildings
BALTIMORE CITY ²	YES	Online Only	Online Only	Normal
BALTIMORE COUNTY ³	YES	Online or Drop-Off	Online or Drop Off	Limited Inspections
FREDERICK, CITY OF ⁴	YES	Online Only	Online Only	Limited Inspections by Appointment only
FREDERICK COUNTY ⁵	YES	Online Only	Online Only	Normal with some Modifications (See footnote for PDF)
GAITHERSBURG, CITY OF ⁶	YES	Yes (See Footnote)	YES	Limited Virtual
HOWARD COUNTY ⁷	YES	Drop Off (Call Prior)	Online via Pdox or Drop Off	Inspections will continue with modified processes
MONTGOMERY COUNTY ⁸	YES	Online Only	Online Only	Normal or Virtual
PRINCE GEORGE'S COUNTY ⁹	YES	Online Only	Online Only	Limited Virtual; DPIE final inspection on case by case basis.
ROCKVILLE, CITY OF ¹⁰	YES	Online Only	Online Only	Virtual Only
WSSC WATER ¹¹	YES	Online Only	Online Only	Normal

VIRGINIA	CONSTRUCTION ALLOWED	ACCEPTING NEW BUILDING PERMITS	REVIEWING SUBMITTED PLANS	INSPECTION STATUS
ALEXANDRIA, CITY OF ¹²	YES	Online Only	YES	Interior inspection by pictures, exterior in-person, can submit through Apex
ARLINGTON COUNTY ¹³	YES	Online Only	Online Only	Virtual Only
FAIRFAX, CITY OF ¹⁴	YES	Online Only	Online Only	Normal
FAIRFAX COUNTY ¹⁵	YES	Online Only	Online Only	Virtual Only. Fire inspection or Health Department well and septic inspection may not be scheduled via Web/Internet.
HERNDON, TOWN OF ¹⁶	YES	Online Only/Email	Email Only	Virtual Only WebEx (Instruction Link Below) Facetime, Skype
LOUDOUN COUNTY ¹⁷	YES	Drop Off Only	YES	Inspection request via WAIRS. In-person inspections are now conducted
PRINCE WILLIAM COUNTY ¹⁸	YES	Drop Off Only	By USPS, Drop Off, Online (See Footnote)	Virtual Only
STAFFORD COUNTY ¹⁹	YES	Online or Mail	Online Only	Normal

WASHINGTON D.C.	CONSTRUCTION ALLOWED	ACCEPTING NEW BUILDING PERMITS	REVIEWING SUBMITTED PLANS	INSPECTION STATUS
DC WATER ²⁰	YES	Email or Mail	Email Only	Testing on hold. Taps, abandonments, and meter sets working in limited capacity
WASHINGTON D.C. (DCRA) ²¹	YES	Online Only	Online Only	Normal

*Information gathered daily from Spectrum research and conversations with county municipalities. Subject to change at any time. Please contact Matt Bennett at mbennetti@spectrumincgc.com to share latest information.

MARYLAND – Phase 2

¹ **ANNE ARUNDEL COUNTY:** Offices are closed to public. Plan submittals via the USPS during the closure. The Department of Inspections and Permits has located an orange drop-box outside the Permit Center, building 2664, for public use. The drop-box may be used for submittals to Inspections and Permits, and the Office of Planning and Zoning. The drop-box is available 8:00 am – 3:45 pm, Monday through Friday and staff will monitor and retrieve items regularly. It is not available on weekends or holidays. More information - <https://www.aacounty.org/departments/inspections-and-permits/forms-and-publications/inspections-permits-covid-19.pdf> & <https://www.aacounty.org/departments/inspections-and-permits/blue-notices/IP-20-02.pdf>. Blue Notice - <https://www.aacounty.org/departments/inspections-and-permits/blue-notices/IP-20-04.pdf>. All employees at construction projects are required to wear masks or subject to project closedown and/or fines. Anne Arundel is following the phase two guidance on Capacity, Cleaning, Social Distancing, Air Circulation, Notifying and Reporting. Road to Recovery updates can be found at this website <https://www.aacounty.org/coronavirus/road-to-recovery/index.html>

² **BALTIMORE CITY:** All occupied interior inspections are being handled on a case-by-case basis. <https://dhcd.baltimorecity.gov/news/news/2020-03-21-dhcd-responds-covid-19-state-emergency>. Services are available online at <https://dhcd.baltimorecity.gov/>. The public can also call - Permits and Plans Review: 443-984-1809, Licensing and Registration: 410-396-3575, Building Inspections: 410-396-3470, Electrical/Mechanical/Plumbing Inspections: 410-361-9270. Updates are at - <https://dhcd.baltimorecity.gov/sites/default/files/COVID19-Emergency%20Response%2004162020%20with%20OMB%20updates.pdf>.

³ **BALTIMORE COUNTY:** County Executive Olszewski issued an executive order providing an extension of all County licenses, permits, registrations, and other authorizations until 30 days following the end of the local state of emergency. Can drop off permit and plan submissions in the lobby of the County Office Building (111 West Chesapeake Avenue, 21204). Staff will contact applicants via telephone or email to process the submission. Permit fees can now be paid online. An online link will be provided once fees are determined by a staff member. Same day permitting is suspended at this time. Can drop off documents for Planning matters in a lockbox in the lobby of the Jefferson Building (105 West Chesapeake Avenue, 21204). County buildings remains closed during Phase two. All Inspections regarding Public safety will Continue. Limited Inspections are being performed including but not limited to Healthcare Facilities, Hospitals, assisted living, clinics, etc. Regarding inspections and permits can be found at - <https://www.baltimorecountymd.gov/Agencies/permits/status.html>

⁴ **FREDERICK, CITY OF:** Office are closed to the public. The City's Planning, Engineering, and Building/Permits Departments will not be accepting hard copies plans, applications, or checks while they evaluate how to deliver these services in a safe, modified work environment. As of April 1st, the city offers the ability for the public to submit applications and plans to the building department online. Payment of fee's by credit card can now also be accepted online. Please see the following link: <https://www.cityoffrederickmd.gov/214/Building-Permits>. For Inspections - contact inspector to make appointment. Inspections that require city oversight will occur on Tuesdays, Wednesdays, and Thursdays. Certain items may be inspected at a future date if not critical to be checked at this time. Inspections requiring coordination with other city departments outside of the DPW Projects Departments will require two weeks advance notice. Inspection document - <https://www.cityoffrederickmd.gov/DocumentCenter/View/17831/Update-to-City-Services---DPW-Projects-Inspections-20200320?bidId=>. Same day permitting 'One-Stop Shop' is cancelled until further notice. For more information, please visit <https://www.cityoffrederickmd.gov/covid19>. Inspection contact Info - <https://www.cityoffrederickmd.gov/219/Inspections>. For Recovery and Reopening updates please visit <https://www.cityoffrederickmd.gov/covid19>

⁵ **FREDERICK COUNTY:** Offices are closed to public. All permitting and licensing services will only be handled by their eServices platforms (electronically). This includes all building, plumbing, electrical, fire and grading applications and permits. All staff will work remotely. Paper applications and plans will not be accepted, including any resubmittals or revisions to permits or applications previously submitted outside of the eServices platforms. All applications for permits and licenses will only be accepted via Infor online permitting software by using the public portal at <https://planningandpermitting.frederickcountymd.gov>.

COVID-19 JURISDICTION UPDATE

Updated July 24th, 2020

Detailed modified plan for permit, inspections & plan review- <https://www.frederickcountymd.gov/DocumentCenter/View/325520/Modified-Permits-Inspection-Services-33120?bidId=>. Inspections will continue under the following modified plan - <https://frederickcountymd.gov/DocumentCenter/View/325325/Inspections-031820>. For more information: <https://www.frederickcountymd.gov/CivicAlerts.aspx?AID=4557>.

6 GAITHERSBURG, CITY OF: Gaithersburg has entered Phase 2 of its Phased Service Restoration Plan. City Hall is open for walk-in services. The City's Phase 2 reopened with public access to select municipal facilities with precautions put into place. A Phased Service Restoration Plan is now in place that gives details for how phase 2 & 3 will impact each government service sector. <https://www.gaithersburgmd.gov/Home/ShowDocument?id=7366>

7 HOWARD COUNTY: Office is closed to the public. Department of Inspections & Permits will function remotely. Residential walk-thru permits, and all physical plan submissions can be mailed to the Howard County Planning and Zoning, 3430 Court House Drive, Ellicott City, MD 21043 or dropped into the bin labeled 'DPZ' in the George Howard Building lobby. Paper documents will be quarantined for no less than 24 hours and mylars may be quarantined longer. <https://www.howardcountymd.gov/Departments/Planning-and-Zoning> & <https://www.howardcountymd.gov/Departments/Inspections-Licenses-and-Permits>. Instructions on how to apply for permits online - <https://www.howardcountymd.gov/LinkClick.aspx?fileticket=HKaRbG7OOSw%3d&tabid=1094&portalid=0>. Some permit services now available online: email permits@howardcountymd.gov for further information. Milestones & Deadlines: <https://www.howardcountymd.gov/LinkClick.aspx?fileticket=WeHqOYqRIYA%3d&portalid=0>.

8 MONTGOMERY COUNTY: Montgomery County has entered Phase 2 as of June 15th. They have provided this resource for construction companies to prepare for this phase: <https://commerce.maryland.gov/Documents/BusinessResource/Construction-and-Development-COVID-19-Best-Practices.pdf>. All employees at construction projects are required to wear masks. The county will be checking on job sites to enforce the mask requirements and social distancing. If these rules are not being followed, the project may be shut down and/or fined. Inspections are being carried out either normally or as virtual inspections based upon the discretion of the inspector. Cannot visit the permit office in person – everything must be submitted and paid for online. The following website gives a detailed list of what DPS services are active and which are suspended in Montgomery County - <https://www.montgomerycountymd.gov/DPS/COVID-19/DPSCOVID19.html>.

9 PRINCE GEORGE'S COUNTY: Office closed to the public. 3rd party inspectors are operating on reduced staff. Preconstruction meetings via Zoom video conferencing. TPIP paperwork originals no longer required for Preconstruction meeting; digitals acceptable. TPIP review approximately 3 days for approval. Attachment 6 originals no longer required for temporary final; originals will be required for true final. Drop boxes are available at county offices for original documents. <https://www.princegeorgescountymd.gov/1024/Permitting-Inspections-and-Enforcement>. Effective April 15, 2020, Building Permit applications for retaining walls must be submitted through ePlan system. The only exception to this requirement is for walk-thru retaining wall permits. Retaining walls not greater than 4' 6" in height, grade to top of the wall, typically will qualify for the walk-thru review process. Original stamped drawings are still required for preconstruction meeting. A self-addressed package will have to be dropped off at the county office so that you can receive the original set of plans prior to scheduling your preconstruction meeting. Virtual inspections are offered at - <https://md-princegeorgescounty.civicplus.com/3467/Virtual-Inspections>. Changes to DPIE Drop Box - <https://www.princegeorgescountymd.gov/DocumentCenter/View/30139/Changes-to-DPIE-Dropbox-PDF>. Prince William County Government Development Services Building is open. This includes the following Departments and Offices: Development Services, Environmental Services, Fire Marshal, Geographic Information Systems, Planning, Public Works, Transportation and Environmental Health – Prince William Health District.

10 ROCKVILLE, CITY OF: The City of Rockville are following Montgomery County's phasing plan. Montgomery County has entered Phase 2 of their reopening process as of June 15th. They have provided this resource for construction companies to prepare for this phase: <https://commerce.maryland.gov/Documents/BusinessResource/Construction-and-Development-COVID-19-Best-Practices.pdf>. Offices closed to public, leave voice mail county staff/inspector will call back. Phones open at 8am-4:30pm. All current paper plans submitted to Planning and Development Services will continue to be reviewed and completed. All new plans to be submitted electronically. Instructions for virtual inspections - <https://www.rockvillemd.gov/DocumentCenter/View/38363/Instruction-for-virtual-inspections>. For more information - <https://www.rockvillemd.gov/2315/COVID-19-Closures-and-Cancellations> (updated info). For building inspections, use the 24/7 Interactive Voice Response System at 240-314-5040. When scheduling an inspection, you must leave a site contact number and an inspector will contact you. Certain inspections will not be able to be performed due to their complex nature. FaceTime video is preferred option for inspections. For those without FaceTime capability, please contact Robert Purkey at rpurkey@rockvillemd.gov for additional options. Additional Permit, Plan & Inspection Policy Info - <https://www.rockvillemd.gov/DocumentCenter/View/38355/Adminstrative-Bulletin-2020-01-COVID-19>

11 WSSC WATER: Cannot visit the permit office in person – everything must be submitted and paid for online. All Plumbing/Gas fitting and Service Connection Permit Applications must be submitted via the new ePermitting system. This includes Shortform permits. All applications are electronic; paper applications are no longer accepted. Please see <https://www.wsscwater.com/business--construction/permit-services.html> for further information. All public Pre-Bid Conferences and Bid Openings are suspended until further notice. Additionally, all Bid and RFP submissions will only be accepted electronically via the Online Discussion functionality in the Supplier Portal until further notice. No in person or mailed submissions will be accepted. ePermitting Upgrade - July 6 -13. Laurel, MD - July 6, 2020: WSSC Water is upgrading our ePermitting application system from Monday, July 6, at Noon to Monday July 13, at 6:00 am, during this time the following systems may be unavailable. Monday, July 6, at Noon to Monday July 13, at 6 am: ePermitting CAP & Interactive Voice Response System (IVRS) for inspection requests ONLY. Monday, July 6, at 10:00 pm to Monday July 13, at 6:00 am: Cross Connection Test Report (CCTR) & ePermitting Permit and License Search. Friday, July 10, at 8:00 am to Monday July 13, at 6:00 am: ProjectDox (ePlan) & Material Takeoff Application

VIRGINIA – Phase 3

12 CITY OF ALEXANDRIA: Operating on a normal basis. No in-person permit office visit except by appointment only – everything can be submitted and paid for online through the APEX System - https://apex.alexandriava.gov/EnerGov_Prod/SelfService#/home. Inspections can be scheduled through APEX - <https://www.alexandriava.gov/uploadedFiles/APEXRequestInspectionHowTo.pdf>. More information - <https://www.alexandriava.gov/PermitCenter> & <https://www.alexandriava.gov/Coronavirus>

13 ARLINGTON COUNTY: Cannot visit the permit office in person – everything must be submitted and paid for online. Arlington is not accepting Zone Admin Change Applications. Inspections via Google Duo, FaceTime, or Microsoft Teams is required to host the video call. For complete instructions see <https://building.arlingtonva.us/inspections/virtual-inspections/>. The County is currently maintaining published time frames, but this is subject to change as the situation evolves. The following website gives a detailed list of what Permit Office services are active and which are suspended in Arlington - <https://building.arlingtonva.us/2020/03/permit-office-service-changes-due-to-coronavirus-covid-19/>. Copies of proposed plans, ordinances, amendments and applications, and related planning case materials may be examined online (<https://building.arlingtonva.us/permits/site-plan/>) or by contacting the Planning Division at (703) 228-3525. All services are restricted to digital, either through an online application or email. No longer accepting physical checks for permit fees. How to contact your inspector - <https://building.arlingtonva.us/inspections/virtual-inspections/how-to-contact-your-inspector/>

14 FAIRFAX, CITY OF: Office of Code Administration is now open by appointment only. Available by email only 8:30am - 3:30pm. Permit submissions are being taken electronically through email. Working on a drop-box. Paper plan submissions will not be accepted. Must be submitted electronically but accepting thumb drives. Inspections are running as normal - in person with limited guidelines. The inspector may ask someone to stand in another room to follow the 6-ft guidelines. <https://www.fairfaxva.gov/government/code-administration/covid-19-procedures>. Additional Plan Review and Permit info - <https://www.fairfaxva.gov/government/code-administration/new-construction-remodeling>.

15 FAIRFAX COUNTY: Inspections are operating by remote inspections using video apps - FaceTime, Skype, Microsoft Teams. Schedule, modify or cancel your inspections using FIDO, <https://www.fairfaxcounty.gov/fido/>. Fire Marshal inspections of Fire Suppression and Detection Systems may not be scheduled via the Web/Internet. Please call 703-246-4821, TTY 711 between 8 a.m. and 3 p.m. to schedule. Health Department Well and Septic inspections may not be scheduled via the Web/Internet. Please call 703-246-2201, TTY 711 between 8 a.m. and 4 p.m. to schedule. If you wish to suspend your construction project for the duration of COVID-19, they will extend your permits past the expiration threshold of 6 months of inactivity. However, you cannot continue construction without the mandatory inspections performed. Interim Counters Page Updates- <https://www.fairfaxcounty.gov/plan2build/interim-counters>. More information - <https://www.fairfaxcounty.gov/covid19/>. UPDATED turnaround times can be expected: Up to 5 business days for email responses, 5 business days after you have submitted a complete application with all required plans and other documents for building permits for small residential projects, including decks, finished basements, pools and additions less than 500 square feet (such as screened porches that measure under 25 feet by 20 feet), for larger residential and commercial projects, there is no change in expected review and permitting completion times, for site-related plans and documents, 5 business days for login and logout. NOTE: You do not need to apply for a building permit extension or site-related plan. Questions about permitting can be answered at <https://www.fairfaxcounty.gov/plan2build/development-services-customer-information-center>. Turnaround times can be found at <https://www.fairfaxcounty.gov/plan2build/interim-counters>.

16 HERNDON, TOWN OF: The Herndon Municipal Center has been closed to the public. Residents and business representatives making payments to the town may call 703-435-6813 or go online at <http://herndon-va.gov/BillPay>. They have a drop box outside of the main doors of the HMC, on Lynn Street (non-cash payments only). Mail non-cash payments to 777 Lynn Street, Herndon VA 20170. If you wish to submit an application for a zoning permit, special exception, ARB or HPRB application, BZA application or other submittal, please call (703) 787-7380 or email community.development@herndon-va.gov. If you have a permit to submit, please email a completed application to buildinginspections@herndon-va.gov. Once your application has been reviewed you will be contacted with information on how to submit any large plans/documents that may be required. Upon permit approval, you will be notified with instructions on how to pay associated permit fees by phone. ALL INSPECTIONS are now being performed remotely via WebEx, FaceTime or Skype (PROCESS FOR REMOTE INSPECTIONS <https://www.herndon-va.gov/home/showdocument?id=12629>). All building and zoning inspections that require home or commercial space entry are currently suspended. For more information on remote inspections, please contact Building Inspections at (703) 435-6850 or email buildinginspections@herndon-va.gov. Review time frames suspended and plan, plat, permit, and other expiring deadlines remain valid for 60 days following the end of town declared state of emergency (<https://www.herndon-va.gov/home/showdocument?id=12641>). Questions concerning this amendment can be addressed to publicworks@herndon-va.gov or call (703) 435-6853. If you require a Right of Way permit, please contact the Town Shop at (703) 435-6860. Right of Way permit applications are available online and payment can be taken over the phone by contacting our Finance Department at (703) 435-6813. Please submit Right of Way applications to publicworks@herndon-va.gov. Updates can be found at <https://www.herndon-va.gov/departments/communications-economic-development/covid-19-updates> & <https://www.herndon-va.gov/departments/community-development/community-development-covid-19-temporary> & <https://www.herndon-va.gov/town-services/building-inspection/fsiteid-1>

17 LOUDOUN COUNTY: The Department of Building and Development lobby is closed. All services continue to be provided during normal operating hours, Monday - Friday, 8:30 a.m. - 5:00 p.m. For questions contact 703-777-0220 or bad@loudoun.gov. Permit applications and land development applications should be submitted at the temporary drop-box in the first-floor lobby of the Government Center between the hours of 8:30 a.m. - 5:00 p.m. Leave email address for emailed receipt or a drop-off confirmation. <https://www.loudoun.gov/2904/Building-and-Zoning-Permit-Application-F>. On July 1, 2020, Building and Development will resume in-person building and trade inspections. Virtual inspections will no longer be performed. All inspectors will be required to wear face coverings and maintain a safe distance from others. Whenever possible, inspectors will ask to be directed to the entrance closest to the work needing inspection to avoid walking through a residence. Inspections that were not eligible for the virtual inspection process, such as gas inspections in occupied residential structures, can be scheduled for on or after July 1, 2020. More Info - <https://www.loudoun.gov/1233/Building-Inspections>. Customers may continue to schedule inspections through the Web Automated Inspection Request System (WAIRS) - <https://www.loudoun.gov/1236/Web-Automated-Inspection-Request-System>. For more information visit <https://www.loudoun.gov/5321/County-Closures-Operating-Status>. Inspection Process and contact numbers for specific inspectors at the following link <https://www.loudoun.gov/1233/Building-Inspections>. All completed permit and land development applications should be left at the drop box in the first-floor lobby of the Government Center between 8:30 am – 5:00 pm).

18 PRINCE WILLIAM COUNTY: Prince William County Government Development Services Building is open. This includes the following Departments and Offices: Development Services, Environmental Services, Fire Marshal, Geographic Information Systems, Planning, Public Works, Transportation and Environmental Health – Prince William Health District. Use labeled drop-off bins located at door on plaza side. Items are processed the following day, after a "24-hour Quarantine". Drop Off Service – large bins are located outside the Development Service Building Plaza side entrance. <https://www.pwcgov.org/government/dept/development/Pages/COVID-19Updates.aspx>. The Development Services ePortal (<https://egportal.pwcgov.org/CAPSite/Plan/Search>) offers 24-hour access to the following services: Permits, Inspections, Plans, Requests, and Code Enforcement and payments can be invoiced and paid online. News & Announcement page - <https://www.pwcgov.org/government/dept/development/Pages/News-and-Announcements.aspx>. Effective 4/13/20 all Building Construction Inspections and all Special Inspections will be performed remotely through video. Remote (Video) Inspection Processes - Construction Inspections: www.pwcgov.org/COVID19BDDRemotelyInspectionProcess and Special Inspections: www.pwcgov.org/COVID19BDDSIRemotelyInspectionProcess. Special Note Fire Marshal Inspections: Fire and Life Safety Inspections will not be conducted remotely. Inspections related to Underground Fire Lines, Fire Alarm Systems, Sprinkler Systems, Kitchen Hood systems, etc. will be conducted in person through witnessed testing. Due to the complexity of these systems and the related life safety risk associated with failures, the Fire Marshal's will continue to conduct these inspections in person. COVID-19 Notice: If the job site has/had as employee, contractor, or other personnel on-site with a positive COVID-19 test or exposure, you MUST notify the inspector. They will make a judgment call on the inspection status with their field supervisor. Effective 4/22/20, all new Building Construction Plan Submissions that meet the criteria in the Customer Electronic Plan Review Guide (www.pwcgov.org/eplanguide) shall be submitted electronically. If a paper plan submission is submitted for these new projects, the plans will be QC Denied. For more info - <https://egcss.pwcgov.org/SelfService#/home>.

COVID-19 JURISDICTION UPDATE

Updated July 24th, 2020

¹⁹ **STAFFORD COUNTY:** May 15, 2020, the County reopened to the public with social distancing measures in place and temperature checks. The public is encouraged to continue to use online and phone services to conduct business remotely. Office hours remain normal (8am-4:30pm). Accepting building permit applications electronically as well as online payments. Continuing to review submitted plans. However, it may take 1-2 days longer but still scheduled to be on-time & active. Currently working on an application for virtual inspections. Current scheduled appointments of occupied areas are being left to the inspector. If for any reason the inspector is uncomfortable to enter a residential or commercial building, they will communicate with the client directly. You should only expect a call from the inspector if they will NOT be moving forward with the inspection and will need to reschedule. For more information, please visit <https://www.staffordcountyva.gov/permitsandplans>. New Submittal information & submission instructions - <https://staffordcountyva.gov/478/Planning-Zoning>. NEW ALL NEW SUBMITTALS: Construction Plans and Site Plans shall be through E-Plans - <https://progress.stafford.va.us/DP84/Views/Login.aspx?ReturnUrl=%2fDP84>. UPDATED ONLINE PROCEDURES: <https://staffordcountyva.gov/2134/Online-Services>. INSPECTIONS & PERMITS DOCUMENT - https://staffordcountyva.gov/DocumentCenter/View/17205/COVID-19_Residential-Inspections-Policy_200330. <https://staffordcountyva.gov/CivicAlerts.aspx?CID=34>.

WASHINGTON D.C. – Phase 2

²⁰ **DC WATER:** The building at 1100 4th St. is closed to the public. Submissions cannot be made at that location. All future submissions, payments and communications are to be made via email or public mail. new plan submission can (and should) be made by e-mail at application@dcwater.com. To be complete, the e-mail must include the following information. Address of the location in the subject line. (I.e. 1100 4th St SW – New Submission). Include PDFs of: PDF version of the plans (paper not accepted), Permit Review Submission Log-In Sheet, & Project Submission Checklist. Once a new plan submission or resubmission is accepted for review, intake will email the applicant an invoice which includes all submission, resubmission, and review fees for that project. Once the fees are paid (by mail) the plans will be assigned for review. The payment shall be made by mail to the following location: DC Water, C/O Permit Operations, 5000 Overlook Avenue, SW Washington, DC 20032. The payments must include the invoice, a check in the exact amount of the invoice (do not combine invoices on a single check) and payee name, phone number and address. For plans currently under review, all re-submissions shall be submitted to the plan reviewers directly via email. Other Document Submissions: Project Dox Approval (by email: plancategory@dcwater.com); RFI (by email: permit.operations@dcwater.com); Letter in lieu (by email: permit.operations@dcwater.com); Hydrant flow test (by email: john.gorrell@dcwater.com); Public Space are in TOPS (we get notified in TOPS) david.paige@dcwater.com. DC Water is resuming taps, abandonments and meter sets in a limited capacity. Scheduling will be based on crew availability and the need to prioritize the health and safety of DC Water employees and customers. Requests will be scheduled as they are received and longer than normal delays are likely given the current backlog of requests. DC Water requests that customers and contractors maintain good hygiene practices, wear a face covering and practice proper social distancing as recommended by the CDC when interacting with DC Water employees in the field. To maximize efficiency, we ask that all excavations for taps and abandonments are readily accessible and properly shored (if needed) prior to DC Water's arrival to the job site to conduct the requested work. Water connections (3" and larger) will be scheduled on a case by case basis depending on the impacts and risks of the associated water shutoffs. Large meters (3" and larger) will also require additional coordination. You can find updates at: <https://www.dewater.com/permit-announcements> & <https://www.dewater.com/covid-19-updates-and-resources> or call (202) 646-8600 for general information.

²¹ **WASHINGTON D.C. (DCRA):** Phase 2 opening started June 22nd. DCRA Permit Offices are still closed to the public and there is no timeline on status of reopening. There are spot inspections to check to confirm people are social distancing and proper measures being taken. All permit applications and plan reviews are online including "walk throughs" for small construction projects of less than 1,000 sq. ft, supplemental permits, and elevator certificates. Video consults available for large construction projects greater than 1,000 sq. ft. DCRA will also be contacting customers with previously scheduled in-person meetings to reschedule these meetings virtually, via WebEx. FAQ Page - <https://dcra.dc.gov/node/1470586> & <https://content.govdelivery.com/accounts/DCWASH/bulletins/2825e99>.