



# FRANKLIN COUNTY

## PLANNING AND BUILDING DEPARTMENT

Please be advised, to ensure compliance with the Franklin County Emergency Declaration enacted on Wednesday, March 18, 2020, and Washington State Governor Inlee's directives and 3/25/2020 Construction Clarification memo, regarding Covid-19, the Franklin County Planning & Building Department will be operating with limited staff, and will have limited office hours, until further notice. At a minimum, these operating procedures shall be in place until April 8, 2020.

- Limited Planning & Building Office Hours: 8 am – 12 pm, Monday through Friday.
- The Planning & Building Department is not open to the public, until further notice.
- Limited Planning & Building staff will be available to answer questions, via e-mail ([planninginquiry@co.franklin.wa.us](mailto:planninginquiry@co.franklin.wa.us)) or phone at (509) 545-3521, during office hours.
- All existing administrative land-use applications (Short-Plats, Boundary Line Adjustments, etc.) are being processed. Final review and approval may be delayed due to outside agency limitations.
- The review and approval of new administrative land-use applications may be delayed due to outside agency limitations.
- All existing applications/submittals for land-use actions (Conditional Use Permits, Subdivisions, etc.) requiring a public hearing, or other public meeting(s) to complete, are on hold until further notice.
- New applications/submittals for land-use actions requiring a public hearing, or other public meeting(s) to complete, shall not be accepted until the bans on public gatherings are lifted.
- Only complete building permit applications will be accepted, preferably via mail or electronic submission. For more information regarding how to submit an application or to make payment arrangements, please call (509) 545-3521.
- Building inspections are on hold until further notice, except for inspections to address emergency matters of life and safety, or for project types specifically called out in the Governor's 3/25/2020 Construction Clarification memo.

Signed:

*Derrick Brooks*

Title:

*Director*

Date:

*3/26/2020*