



DIVISION OF CONSTRUCTION

# MEMORANDUM

TO: Divisions of Construction, Plan Review & Permitting, and Engineering

FROM: Richard Eichelberger, Director of Construction/Code Official

DATE: March 24, 2020

CC: Kirk Downey, Interim County Administrator/County Attorney

SUBJECT: Division of Construction Modification of Inspection Services

In an effort to provide continued inspection services in light of the current pandemic and with regard to the health and safety of our citizens, employees, customers, and contractors, the Division of Construction will continue to provide inspection services utilizing the following modified plan:

- Inspection requests will continue to be accepted by utilizing Accela Citizen Access at <https://accela.washco-md.net/CitizenAccess>, telephone Interactive Voice Response System (IVR) at 240-313-2488, and by contacting the office at 240-313-2460- press 1 to schedule an inspection or press 4 to leave a voice message. The appropriate staff member will return your call at their earliest convenience.
- Residential interior alteration inspections of existing occupied residential dwelling units will be suspended until further notice. Inspections for utility connections (water, sewer, gas, and electric) will be considered on a case by case basis.
- Livability inspections will be suspended at this time.
- Service request inspections will be considered on a case by case basis.
- Inspections of health care facilities, such as nursing homes and hospitals, will be suspended until further notice unless added measures are taken by the facility to ensure the safety of County employees and approved by the Division Director or designee.
- Live video inspections, contractor certification and documentation (including video or photographs), alternative inspections, and/or Temporary Certificate of Occupancy may be considered by the Division Director or designee.

The modified inspection services are effective immediately and will remain in effect until further notice.

80 West Baltimore Street | Hagerstown, MD 21740 | P: 240.313.2460 | Hearing Impaired: 7-1-1

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