

Gallacher, Kirsten CD

From: Gallacher, Kirsten CD
Sent: Wednesday, February 23, 2022 2:54 PM
To: 2A All CD People
Subject: Community Development Updates

Dear Design Professionals,

[Building Inspections](#) – Two of our four inspector positions were recently vacated. We have brought in a contract inspector to assist with inspections; however, our services will be impacted over the next couple of months. In some cases, we may not be able to perform the inspection within 24 hours of the request. We apologize for the inconvenience and assure you that we are actively working to refill the two vacant inspector positions.

[Planning Applications](#) –The planners will be dedicating Mondays to address the backlog of planning applications (i.e. zoning plan checks) and will not be available to answer phone calls or emails on that day. The planners will continue to be available at the counter. We hope to catch up on the pending applications and provide a better level of customer service.

[Real Property Reports](#) – Online submittal of Real Property Reports (RPR) have been a great success! As majority of the RPR requests are submitted online, we will no longer accept in-person applications. Please continue to visit the [City's website](#) to submit RPR requests.

So Kim

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[Click here](#) to view Department updates.

[Click here](#) to book an in-person, over-the-counter appointment with a Plan Checker.

[Click here](#) to book a virtual or telephone appointment with a Planner.

[Click here](#) to view the projects in queue, assigned planner, and its status.