



INTERIM DEVELOPMENT REVIEW/INSPECTION PROCEDURES

Please note the following temporary changes to the Town's development review practices while shelter-in-place measures are mandated to address the COVID-19 event.

Applications. All land use and development permit applications must be mailed (USPS) or emailed to the Town Planner. Please be aware that Town Hall staff is primarily working remotely and is not available to accept packages directly from applicants or commercial delivery services.

While all complete applications will be reviewed and prepared for issuance, only development permits consistent with the Governor's guidance will be issued to applicants. (See <https://www.governor.wa.gov/sites/default/files/03.25.20-Construction%20Guidance%20Memo%20%28002%29.pdf>)

Inspections. Please contact the Building Official to schedule building, mechanical, and plumbing inspections for construction activities allowed under the Governor's guidance. Inspections of occupied spaces will be made at the Building Official's discretion.

Please contact the Public Works Superintendent for right-of-way and temporary erosion and sediment control inspections associated with allowed construction activities.

Town staff will make every effort to maintain levels of service for our citizens and applicants. Thank you for your patience and understanding during this challenging period.

- Town Planner Owen Dennison: planner@townofcoupeville.org / (360) 678-4461 ext. 103
- Building Official René Beliveau: BuildOfficial@townofcoupeville.org / (360) 678-4461 ext. 108
- Public Works Superintendent Kelly Riepma: publicworks@townofcoupeville.org / (360) 678-4461 ext. 110
- Town Hall mailing address: Town of Coupeville, P.O. Box 725, Coupeville, WA, 98239