



City of Nampa

Building Safety & Facilities Development

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Policy Bulletin

To: Design Professionals; Building, Mechanical, Electrical, and Plumbing Contractors; Building Safety Staff

RE: COVID-19 - Governor's Order to Self-Isolate – Exemptions
Building Permit Review, Processing and Inspections

Governor's Order to Self-Isolate - Exemptions

The Governor's Order to Self-Isolate issued on March 25, 2020, specifically includes exemptions for public works construction, commercial construction, construction of housing (in particular affordable housing or housing for individuals experiencing homelessness), water, sewer, gas, electrical and telecommunication systems, among others, as "Essential Infrastructure".

The Order also includes an extensive list of "Essential Businesses" such as, healthcare operations and essential infrastructure, grocery stores, food businesses, shelters, social services, media companies, gas stations, auto supply or service, financial institutions, hardware stores, plumbers, electricians, landscapers, educational institutions, among others.

"Essential Government Functions" includes "others working for or to support Essential Businesses". "Essential Government Functions" means all services needed to ensure the continuing operation of local, state, federal, or tribal government agencies and provide for the health, safety and welfare of the public. All Essential Governmental Functions shall be performed in compliance with the **Social Distancing Requirements** as defined by Section 8.j., to the extent possible.

Thus, per the Order at this time, **City functions to review, process and issue permits, and to conduct inspections therefor, are considered "essential" and are exempt from the Order.**

Safety Precautions for Permit Intake, Processing and Inspections:

- All commercial and residential permit applications can now be submitted through our current online system. You must first register to apply online at <https://nampaidenergovpub.tylerhost.net/Apps/SelfService#/home>
 - Permit application forms, checklist, and all required checklist items will need to be in PDF format and uploaded to our online system.

- Our staff will contact you through email regarding the plan review payment and acceptance of the permit submittal.
 - Resubmitted drawings and revisions for existing permits will only be accepted electronically in PDF format. You can email them to buildingpermits@cityofnampa.us.
 - The current online application process for Mechanical, Electrical and Plumbing permits will continue.
- Same day inspections for residential and commercial final inspections will be suspended to give priority to critical path inspections. All final inspections will be completed within two business days after the day of request.
 - All inspections for projects involving existing occupied homes including residential remodels, additions, and HVAC, plumbing or electrical retrofits will be suspended until after April 16, 2020.
 - Residential water heater and HVAC retrofit permits will be issued; but we will not schedule inspections for these permits until after April 16, 2020.
 - All inspections for emergency repairs will be evaluated to make sure that power, heating, water and sewer services are continued to provide safe and healthy living environment. Please email these emergency situations to inspectors@cityofnampa.com.

Safety Precautions for Inspections.

During these times it is imperative our team members adhere to safety precautions to protect our clients and our staff. There are many precautions to consider when calling in and carrying out inspections: Prior to performing inspections; our inspectors will ask the following questions and follow the following precautions.

1. Ask if anyone in the area or building is sick, has been sick or has been asked to be quarantined. If yes, do not conduct the inspection and ask them to reschedule for a later date.
2. Ask contractors what provisions they have implemented on the job site for safety considering the COVID-19 situation.
3. Have awareness of the symptoms of COVID-19 (fever, dry cough, difficulty breathing). If these symptoms are observed on site, we will not conduct the inspection and ask them to reschedule for a later date.
4. Maintain at least 6' of social distancing from persons at all times. If this cannot be achieved, we will not conduct the inspection and ask them to reschedule for a later date.
5. Where possible, avoid high risk areas with patients or occupants such as hospitals, medical offices, assisted living facilities, or daycares. Determine if the inspection can be delayed or rescheduled.
6. Where inspections need to be rescheduled, comments of the reasons for the need to reschedule in the inspection activity will be entered within our permit system.
7. Practice good hygiene including hand washing and hand sanitizing between inspections.