



PERMITTING & INSPECTIONS DURING PANDEMIC

This document applies to permits issued by the Department of Service & Engineering:

- Work in Right of Way
- Water Service Connection (and repair, alterations)
- Sanitary Sewer Connection (and repair, alterations)
- Sidewalk / Driveways

For building permits please see this page <http://worthington.org/139/Building-Regulation>

Due to the coronavirus pandemic, the City of Worthington is establishing changes to the delivery of service to the public to promote the health and safety of our community and our staff while maintaining necessary services for our residents and businesses. The City plans to make the following changes to its operations and public facilities:

The Service & Engineering Department office is closed to the public. Please see the information below about the acceptance and processing of permits, fees, inspections and other Service & Engineering services.

Applications: No in-person applications will be accepted. Please mail or email applications. Applications and Plans should be emailed to jaimefowler@worthington.org and robertwetmore@worthington.org.

Permits and Collection of Fees: No in-person payment of fees will be accepted. Checks can be mailed to pay for permits. Permits and revisions cannot be picked up in person. All permits and plan approvals will be via email.

Emergency Permits: Emergency permit applications such as sewer repairs must be submitted by email. Payment should be mailed immediately. If payment is not received in one week the Contractor will be invoiced. Failure to pay in 30 days will result in revocation of Contractors permission to work in the City of Worthington.

Inspections: As a general rule, inspectors will not be entering occupied buildings. The following may be helpful when planning your project over the next couple of months:

- Inspection calls are being received at 614-431-2425.
- An inspector reaching the jobsite has the authority to terminate an inspection at any time if the inspector believes their health may be in jeopardy.
- Inspections will not be conducted in occupied buildings.
- **Virtual Inspections:** Some inspections may be conducted virtually, if the inspector is comfortable with the scope of the project, the caller is a knowledgeable contractor and will be conducting the virtual inspection, and the inspector is comfortable that the key elements of the inspection can be verified. The inspector and the caller can work out the details. The inspection will consist of the contractor supplying photographs for jobs such as sanitary sewer repairs, sidewalk/driveway rough and final, ROW restoration/final. The inspector can guide you if a virtual inspection is acceptable.