



CITY OF BRADENTON COMMUNITY AND PLANNING DEVELOPMENT
BUILDING OFFICIAL STATEMENT REGARDING CHANGES TO OPERATIONS
IN RESPONSE TO COVID-19 PANDEMIC DECLARATION

EFFECTIVE IMMEDIATELY 3/19/2020:

In order to ensure the health and safety of our customers and staff the following modifications have been implemented:

- **Closure:** Effective 3/19/2020 City Hall will be closed to the public until further notice.
- **Permit Intake:** Our permit intake will be closed until further notice.

We request that our customers utilize our Electronic Email Permitting System (permitting@cityofbradenton.com) for ALL submittal needs. We also request that customers use phone and email as often as possible, as admittance into the main building will not be permitted. Permits will be processed in the order received. For assistance regarding this process, please feel free to contact Permitting at the information provided below.

If you absolutely must submit or pick up documents from City Hall, we have conveniently added a table located in the main breezeway entrance to City Hall so you may drop off and pick up permits and/or other documents. Please place your documents in the designated bin and a Permit Specialist will pick up/drop off your documents for you.

**At this time we are TEMPORARILY allowing 'Homeowner As Contractor' application submittals electronically.

In order for permits to be issued, you must go online to www.cityofbradenton.com, make your payment and send confirmation of payment to permitpay@cityofbradenton.com. You may also submit a check payment by mail, though it may delay the issuance of the permit until the check is received.

No payment will be accepted at City Hall.

*Permitting Main Number: 941-932-9414

*Permitting Email: permitting@cityofbradenton.com

- **Plan review:**

Plan review is still being conducted, but in office visits to discuss review comments are suspended until further notice. Once applications are processed (*in the order received*) we will notify you that the plans have been sent to Plansreview. We request that our customers call or email questions about review comments directly with their plan reviewer. All contact information can be found at www.cityofbradenton.com.

- **Inspections:**

We are still conducting inspections of all permits, but Inspectors are to ask the client if anyone in the home has been sick, ill or not feeling well. If the answer to any of these questions are "yes," the inspection will be canceled. We ask our customers not schedule an inspection if anyone in the home is sick, ill or not feeling well. We have instructed all staff to follow the CDC guidelines on hand washing and social distancing of 6 feet. This also applies to Code Compliance inspections.

➤ **BIM 360**

Please note that BIM 360 is for large-scale development projects (New Commercial and Residential construction and large-scale Commercial and Residential Additions/Alterations) and will require registration prior to access.

If you are already a registered BIM 360 user, you will submit as usual. If you are not registered and unsure if your project qualifies for BIM 360, please email your application and plans to the Electronic Email Permitting System, permitting@cityofbradenton.com and a Permit Specialists will determine if you qualify for BIM 360 and notify you if so; otherwise, your application will be processed through the Electronic Email Permitting System.

We hope that these simple measures will allow us to continue to serve our customers during this declared pandemic and hope that with your cooperation and self-reporting of any illness, will allow us to get through this event without further controls being implemented.

If you have any questions, please feel free to call 941-932-9414. I want to thank everyone for their patients during these extreme times and know that we are all in this together.

Salvatore Massaro

Interim Building Official

City of Bradenton