The Department of Community Development has limited the type of inspections we perform, for example:

Limited Field Inspections

1. New commercial and residential construction only;

2. Exterior construction to dry-in phase, including;
   - site work/ E&S/ Stormwater /groundwork
   - footing/foundation/slab
   - sheathing/air barrier;

3. Indoor inspections in occupied homes will be scheduled out by appointment if not critical. Inspections indoors that are critical (no heat, water, electricity, gas) are being handled per the inspector’s best judgment.

3. Other Inspections
   - Solar panel system installation with exterior disconnect
   - Temporary power pole
   - Exterior meter base
   - Water/sewer replacement
   - Rough-in and final inspections of vacant, newly constructed buildings
   - Exterior Electrical Panel replacements
   - Gas equipment installation and replacement
   - Performing any type of inspection in an emergency capacity.

Property maintenance inspections limited to emergency damage assessments during normal working hours.

We will accept third party inspections in accordance with our third party inspection policy via email.
Alert: EOP Coronavirus - Process for issuing building / construction related permits

The Department of Community Development will continue to issue building and construction trade permits as well as all environmental permits (Stowmwater and Erosion and Sediment Control). Below is the process options that will be available to you.

**Option 1. Preferred option:** Submit all construction documents by email to either of the following staff members.

sbaker@southamptoncounty.org, lgray@southamptoncounty.org, and dgoodwin@southamptoncounty.org

**Option 2.** There will be a drop box located at the Community Development building entrance. All plans, applications and all other construction documents may be placed there. Please insure that all the information is in one package to prevent things from coming apart.

This drop box will be checked on a regular basis. Should we need additional information we will contact you. As always, you can contact us directly. Click on the link below for all Community Development staff contact information.

https://www.southamptoncounty.org/departments/community_development/index.php

**Option 3.** Should your plans and construction documents NOT fit into the drop box you may leave them with a staff member in the building.

You will be asked to wear a mask and keep a safe distance from staff when entering the building. Once it is confirmed that your submittal package is complete you may exit the building.

**Payments for permits** may be paid in person at the Community Development building entrance. Be sure to indicate on the check the permit address. Credit and debit card payments may be paid in person at the Community Development building located at the address below. There will be surcharge of .0239% based on the total amount.