

# GLENN COUNTY

## Planning & Community Development Services Agency

225 N. Tehama Street  
Willows, CA 95988  
530.934.6540  
[www.countyofglenn.net](http://www.countyofglenn.net)



# PUBLIC NOTICE

The County of Glenn is currently monitoring the level of risk of COVID-19 to the public. County personnel are working daily to protect our community.

We urge our individuals to follow Local, State and Federal recommendations including regular hand washing, staying home if you are feeling ill, maintaining social distancing, and calling your health practitioner if you are experiencing COVID-19 symptoms (fever, fatigue, cough, and headaches/body aches).

Although there are no confirmed cases of COVID-19 in Glenn County (as of March 18, 2020), the Planning & Community Development Services Agency (PCDSA) interacts with citizens from all over Northern California on a regular basis where there confirmed cases of COVID 19. Many Contractors and their staff travel from Sacramento, Fresno, the Bay Area, etc. for permitting and construction projects.

In an effort to avoid the potential spread of COVID-19 via person-to-person interaction in the community, video conferencing can be arranged for appointments or meetings. Additionally, the PCDSA is taking the following precautionary measures:

### **Planning Division**

Until further notice, new Planning Projects shall not be submitted in person. All new Planning Projects shall be submitted via, Email, Postal Service or in the Drop off Box located outside the PCDSA office at 225 N. Tehama Street. During this time, fees collected will be limited to Check (mailed with application) or Credit Card payment over the phone.

For questions regarding a submitted planning project, please contact the planner assigned.

If you do not know the planner assigned or for other inquiries including general questions or zoning inquiries please contact the Planning Division by email at [planning@countyofglenn.net](mailto:planning@countyofglenn.net) or by phone at 530-934-6540.

We encourage everyone to use the online resources available on the [Planning Divisions Website](#), [Zoning Map](#), or the [Glenn County Unified Development Code \(Title 15\)](#):

### **Building Department**

Building permit inquiries, applications, and plans may be submitted electronically via Email to [ppwabuildinginspection@countyofglenn.net](mailto:ppwabuildinginspection@countyofglenn.net). Please call 530-934-6546 with any questions. If we are unable to immediately answer the phone, please leave a voice message and someone will get back to you.

After applications have been screened, County staff will calculate fees and contact the applicant(s) for payment. Applications are not considered complete until the department has responded and payment is received. We can accept credit card payments over the phone, as well as mailed in checks. County staff will work with applicant throughout the process and has the capability to issue permits remotely.

Building Inspections are currently limited to exterior or non-habitable spaces. As the COVID-19 situation develops, inspections may be limited further, to only emergency life safety issues.

### **Environmental Health**

Until further notice, no new Environmental Health Permits shall be submitted in person. All new Environmental Health Permits shall be submitted via Email, Postal Service or Drop off Box. During this time, fees collected will be limited to Check (mailed with application) or Credit Card payment over the phone.

For questions regarding inspections, permits or general inquiries, please contact Environmental Health at [Environmental@countyofglenn.net](mailto:Environmental@countyofglenn.net) or by phone at 530-934-6102.