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City of Langley

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Mayor

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EFFECTIVE IMMEDIATELY For City of Langley Planning and Building Departments

While Langley City Hall is closed to the public, Community Planning and Building Department staff will work hard to continue processing development, land use and building permit applications.

In order to reduce risk of transmission of COVID-19 we are changing our current practices. Staff will be working from home for a minimum two-week period from March 23, 2020 until April 6, 2020. As a result, applications for building permits and land use permits may be submitted as follows:

- Contact the Director of Planning at planning@langleywa.org to discuss
- Simple applications for plumbing, mechanical, and re-roof permits may be submitted by email in PDF format. Where the quality of the PDF is not adequate for review, hard copies may be required.

Staff will coordinate with applicants on submittal of revisions or supplemental information necessary to complete the review.

Application fees will be determined by staff consistent with the current adopted fee schedule and communicated to the applicant. Fees may be mailed to the City of Langley, attention Planning, at the address above or placed in the utility drop box at City Hall in an envelope. All payments must include the application file number. Checks must be made out to the City of Langley.

Following permit approval and receipt of all applicable fees, permits may be mailed to the applicant. In some circumstances, permits may be issued in person by appointment.

Building, mechanical and plumbing inspections will continue to be scheduled with the Island County Building Department at 360.679.7307.

All commission and board meetings have been cancelled until further notice so this may affect any Design Review Board applications.

The City understands this is less than ideal. We thank you for your patience.

Contact Brigid Reynolds, Director of Community Planning, at planning@langleywa.org or call 360.221.4246 X26.

3/20/2020