

## REVISED LAND USE OFFICE HOURS EFFECTIVE MARCH 30, 2020 TO MAY 20, 2020

Due to the COVID-19 situation and the closure of Town Hall to the public, the Land Use Office will be operating in the following way:

<u>The Land Use Administrator</u> will be available via phone (860-927-4625) Monday through Thursday from 9:00 a.m. to 4:00 p.m. Emails can be sent to: <u>landuseadmin@townofkentct.org</u> and I will answer as soon as possible.

\*The Land Use Clerk will be available Tuesday and Thursday from 9:00 a.m. to 12 noon. During this time, approved building permit applications will be processed and mailed.

\*The Building Official will be available Tuesday and Thursday from 3:00 p.m. to 4:00 p.m. for phone consultations (860-927-4556).

<u>Inspections:</u> You should still call the inspection line (860-619-8055) to request an inspection. The decision to perform inspections will be made by the Building Official and will be based on the conditions of the property to be inspected.

The Fire Marshal will be available Tuesday and Thursday from 3:00 p.m. to 4:00 p.m. for phone consultations (860-927-4556).

Burn permits are being issued via phone. Please call the Building Department/Fire Marshal line (860-927-4556) and provide the requested information. You will still be required to call to ensure that it is permissible to burn.

<u>Applications</u> are being accepted and processed once approved. You can download the appropriate applications from the Town's website (townofkentct.org) which, after being filled out, can be mailed or dropped off in the large blue box at the front door of Town Hall.

\*updated hours of availability effective 4/20/2020