



**TOWN OF YARMOUTH**  
**1146 Route 28, South Yarmouth, MA 02664**  
**508-398-2231 ext. 1261 Fax 508-398-0836**  
**Office of the Building Commissioner**

**MEMORANDUM**

**TO:** Dan Knapik – Town Administrator

**FROM:** Mark Grylls – Director of Municipal Inspections/ Building Commissioner

**DATE:** March 17, 2020

**SUBJECT:** COVID-19 PERMITTING AND INSPECTIONS PROCEDURES

As a result of the declared State of Emergency by Gov. Charlie Baker and per Yarmouth Board of Health guidelines, the Building Dept. has modified operations to protect staff and citizens from the spread of the virus. We must balance public safety and the safety of our staff with our duties to provide services to the public.

We will continue to provide services on a limited basis.

Permit applications will be accepted by mail or online only until further notice. Many permit applications are being accepted online through our [Accela permitting software](#).

These permits include:

- COMMERCIAL CONSTRUCTION PERMITS
- ONE & TWO FAMILY DWELLING PERMITS
- ALL EXPRESS PERMITS (SHEDS, ROOFING, SIDING, REPLACEMENT WINDOWS & DOORS, TENTS WOODSTOVES)
- ELECTRICAL PERMITS
- PLUMBING & GAS PERMITS

The Building Dept. is also conducting inspections on a limited basis until further notice. The following inspections will be limited to unoccupied buildings except in cases of emergency:

- ROUGH INSPECTIONS (FRAME, INSULATION, WIRING, ELECTRICAL, PLUMBING & GAS ETC.)
- FINAL INSPECTIONS
- ROOFING, SIDING, WINDOW & DOOR REPLACEMENT

The Building Dept. will not be conducting inspections in schools, nursing homes, churches, restaurants and other places of assembly except in cases of emergency.