



Memorandum

Date: March 19, 2020
To: Development Community
From: Christopher Baker, Development Service Director
Rebecca Zook, Engineering Director

COVID-19 has caused major disruption throughout the world and the nation. First and foremost, Goodyear is committed to doing its part to slow the spread and protect the health and safety of the public and our employees. This memo is intended to provide guidance and information relative to development related city services at the current time. This is a fluid situation, and if there are any changes that impact you, we will be sure to keep you up to date.

1. **Open for Business:** Both Development Services and Engineering are open for business. We encourage the submission of documents electronically and have modified process to encourage this. Please feel free to call or email your respective staff contact with questions. The front counter is open and providing service, however, our desire is to limit face to face interactions.
2. **Review Timelines:** Due to the impacts of COVID-19, please expect review times for building, planning, and engineering projects to take an additional 3-5 business days. Review times will, therefore, be approximately 30 business days. We hope that, in time, review times will decrease. We will keep you informed as this evolves.
3. **Inspections:** Engineering inspections are running as normal. Building safety inspections are also running as normal, with the exception of occupied structure and Tis. We are determining the best safety practices for occupied structures and Tis and will send a follow up communication on these inspection types. If you require a planning inspection for your project, please schedule those several days out as the planning team may need additional time to accommodate your request.

We appreciate your flexibility in these unprecedented times. We very much understand and appreciate your business objectives, and will do our best to keep things running as smoothly as possible, while following federal and state guidelines to help reduce the spread of the Coronavirus.