



ALLEN COUNTY, INDIANA BUILDING DEPARTMENT

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JOHN E.CAYWOOD, Building Commissioner

To: All Contractors and Permit Applicants in Allen County
From: John Caywood, Building Commissioner
Date: April 21, 2021

Re: Permitting Updates

Previously during the lobby closure due to the pandemic, the building department adjusted policies related to allowing limited commencement of construction activity while permits were in the application process. This level of flexibility and cooperation allowed for our robust development to continue in Allen County despite hurdles outside our control. At certain times, our staffing level was affected as well with quarantines which caused significant delays in permit issuance.

Due to mandatory overtime staffing in place and the lobby being reopened effectively January 19, 2021, our permitting process is back to reasonable processing times. Applicants also have the ability to come to the office in person to receive permits over the counter. There is now no need to continue operating outside of the permitting rules in place and effective Monday, April 27th, all construction activity will need an active, paid permit posted on site prior to any work commencing.

I strongly suggest reviewing permit history to ensure proper permits are fully processed and in place to avoid trip charges and stop work orders moving forward. I want to thank our inspectors for juggling multiple e-mails, calls and texts to keep construction moving. April snow melts quickly and we will be prepared for the increased volume of inspection requests that good weather promises in our County.

Visit us at <https://www.allencounty.us/building-department> for updates and contact information.

Respectfully,

John Caywood