

Village of Campton Hills  
Building & Zoning Department

***March Activity Report***

*Prepared by Vanessa Quail  
Village Board Meeting 04/21/2020*

**BUILDING**

- A total of 31 building permits were issued in March, the breakdown for which is illustrated below:

**BUILDING PERMITS ISSUED MARCH 2020**

Building permit activity remains normal despite the obstacles of the COVID-19 pandemic. By comparison, the Village issued 30 permits in March 2019, which is consistent in seasonal home projects. Staff (in particular, Debi Lupie) has worked diligently to ensure that permit processing continues to run smoothly.

***COVID-19 Precautions and Procedures for Building Inspections:*** As of April 13, 2020, B&F Construction Code Services, Inc., continues to conduct plan reviews and inspection services. Plan reviews and inspection reports are being processed electronically between the Village and B&F staff. As a result, processing time has increased by one business day. Prior to the temporary closure of the Village Hall, building inspectors hand-delivered a hard copy of the inspection report to village staff, upon completion at the project site. While on inspection sites, B&F personnel adheres strictly to CDC guidelines for social distancing and proper sanitizing. Debi Lupie continues to manage the permitting process at the Village Hall during regular business hours (M-F / 9 a.m. – 4 p.m.), accepting permit applications both electronically and by email, and processing payments via mail. This system has been working smoothly, and staff appreciates the public's patience during this time while we have made these procedural modifications.

**ZONING**

- ***Zoning Ordinance Draft:*** Staff has completed a draft of a report including review, analysis and compilation of comments received from the public and from the PC/ZBA. The final report will be made available to the PC/ZBA for its next meeting, at which time the remainder of the project timeline, including dates of further public workshop(s) and public hearing, will be determined (pending COVID-19 restrictions on public gatherings).