

Ridgefield Permitting & Inspection Protocol

Hours of operation:

- Our office at the Ridgefield Administrative and Civic Center, 510-B Pioneer Street, will be closed to the public except by appointment.
- Community Development staff will be available by phone or email during regular working hours.

Single-family residential building permit submittals:

- Intake hours will be from 8am-12pm M-F. Please call or email ahead to schedule the plan submittal.
- Applicants may submit up to two (2) single-family residential building permit applications per day.
- Pickup of approved plans will be by appointment only.
- Given the restricted hours and number of submittals, please take care to submit the most urgent applications first (e.g., pre-sold homes), followed by other applications.

Other submittals:

- Intake hours will remain 8am-4pm M-F. Please call or email ahead to schedule the submittal.

To schedule a submittal or pickup appointment contact:

- Dorothy Harrington, Permit Technician: 360-857-5011, dorothy.harrington@ci.ridgefield.wa.us;
or
- Cristy May, Administrative Specialist: 360-857-5027, cristy.may@ci.ridgefield.wa.us

Building inspections:

- Building inspections will be restricted to new construction and unoccupied structures that have been vacant for more than two weeks.

Code enforcement:

- Code enforcement will be restricted to cases where no physical interaction is required.