



MANCHESTER TOWNSHIP

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DEPARTMENT OF INSPECTIONS, LAND USE & PLANNING

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*** BUILDING DEPARTMENT COVID-19 BULLETIN ***

Please be advised that the Manchester Township Building Department has been closely following the guidelines pursuant to The New Jersey Department of Community Affairs (DCA) Executive Orders 107 & 108. The DCA has temporarily relaxed and modified certain provisions concerning Minor work (N.J.A.C. 5:23-2.17A), Inspections (N.J.A.C. 5:23-2.18), and Certificate requirements (N.J.A.C. 5:23-2.23) in order to ensure the continuity of construction without a detriment to the public welfare during the COVID-19 State of Emergency and pandemic. Since our offices are closed to the public, the Township is following these guidelines to the best of our ability and are summarized as follows:

- All required inspections for new construction and any work on the exterior or outside of any occupied building will be performed as usual.
- Rough inspections for new additions can be performed, **provided that no entry to the existing building or home is required.**
- Contractors may report construction activity, such as rough inspections, in existing occupied buildings with photos or other documentation for the time being if a permit was issued prior to the closure of our offices.
- Items listed as Minor Work at NJAC 5:23-2.17A require only a final inspection. This includes inspections of replacement items, such as a residential heater, air conditioner and/or water heaters. **These inspections may be deferred to a later date.** The contractor should report construction activity as indicated above.
- Lastly, plan review for any new projects may be placed on hold **unless the project is critical to combating COVID-19.**

Be advised that inspections taking place on construction project sites, in vacant units and all other outside work – no individuals are to be present.

This includes superintendents, cleaning crews and maintenance workers. If an inspector feels that their health is in jeopardy or that these guidelines are not being adhered to, the inspection will cease and will have to be rescheduled.

Thank you for your anticipated cooperation during these trying times.

Please find the DCA's official notification and full list of guidelines by clicking the following link:

https://www.state.nj.us/dca/divisions/codes/alerts/pdfs/COVID_memo.pdf