

BUILDING & PLANNING DEPARTMENT

CITY OF OTHELLO

500 E MAIN STREET, OTHELLO, WA 99344
Planning Dept. 509.488.3302 City Hall 509.488.5686
WWW.OTHELLOWA.GOV



Due to the recent and rapidly changing guidelines from the CDC regarding COVID-19, the following procedures will be implemented for the Building and Planning Department and their handling of permits/inspections:

Permits:

- You may submit permits by either dropping them off in the utility payment lockbox located outside of City Hall or by emailing them to jcarlson@othellowa.gov.
- If you are needing to drop off full size plans, please call 509-488-5686 and someone can meet you outside the building.
- Permit applications are available at <https://www.othellowa.gov/departments/BuildingPlanning>. We can also email a pdf or mail a hard copy.

Inspections:

- Inspections will be scheduled on a case-by-case basis in general. There will be no inspections of occupied houses until further notice (mechanical, plumbing, gas-line, remodel, addition).
- To schedule any other type of inspection that is not listed above, you may do so by emailing jcarlson@othellowa.gov or by calling 509-488-3302.