



City of Millbrae

621 Magnolia Avenue, Millbrae, CA 94030

REUBEN D. HOLOBER
Mayor

ANN SCHNEIDER
Vice Mayor

ANNE OLIVA
Councilmember

GINA PAPAN
Councilmember

WAYNE J. LEE
Councilmember

TO OUR CUSTOMERS

Current building inspections guidelines

Due to the uncertainty during these unchartered times and all that we are faced with during our inspection processes we will do our best to follow the following during our inspections:

Essential On-site inspections will continue to be performed.

All other inspections will be on a case-by-case basis.

We understand your definition of essential and our definition of essential may not be the same and therefore, we are keeping an open channel of communication to ensure we don't inadvertently miss your project due to the way we define things.

Examples of inspections that are considered essential:

- If your roof is leaking or if you have leaking plumbing;
- If you are remodeling a bathroom in your home and you **ONLY** have **ONE** bathroom, inspections are essential.

Examples of inspections that are considered **NON-Essential**:

- If you are doing a remodel in your home and you are living in the home, inspections are not essential.
- A roof in progress inspection is essential, **BUT** a roof final is not an essential inspection
- In order for us to stay in compliance with Social Distancing Requirements as defined in the Shelter in Place Order we are asking that you to stand to the side while we perform our inspections, please do not take this personally.
- We ask that **ONLY** the trade contractor that performed the work be present for the inspection. If multiple contractors performed multiple trades on a project, please allow us to perform our inspection. Once the inspection is complete, can go over the project and any questions you may have regarding the project.

IF YOU DO NOT NEED TO BE PRESENT FOR THE INSPECTION,

WE RESPECTFULLY ASK YOU NOT TO BE THERE.

Thank you for your patience as we work together to address this unprecedented threat.

City of Millbrae, Building Division (650) 259-2330

City Council/City Manager/City Clerk
(650) 259-2334

Fire
(650) 558-7600

Building Division/Permits
(650) 259-2330

Police
(650) 259-2300

Community Development
(650) 259-2341

Public Works/Engineering
(650) 259-2339

Finance
(650) 259-2350

Recreation
(650) 259-2360