



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

In response to the COVID-19 (coronavirus) outbreak, San Mateo County, along with five other Bay Area counties, has announced a [Shelter-in-Place](#) Order effective, March 16, 2020.

In response to this order, the Permit counter is closed to the public, but are continuing services; including essential inspections. Staff are working remotely to conduct plan review and issue permits. **Essential** On-site inspections will continue to be performed, **all** other inspections will be on a case by case basis.

The Shelter-in-Place Order allows construction to continue for Essential Infrastructure, which includes public works construction, housing, airport operations, water, sewer, gas, electrical, oil refining, roads and highways, public transportation, solid waste collection and removal, internet, and telecommunications systems. To the extent construction projects fall into one of these categories, they may continue, provided that all work is done in compliance with Social Distancing Requirements as defined in the Shelter in Place Order.

Separately, the City has the discretion to determine which building and safety inspections constitute Essential Governmental Functions that are allowed to continue under the Order. City staff has made it a priority to set parameters for the inspection of construction projects.

To comply with the Shelter-in-Place Order and limit inspections to those that qualify as **Essential Governmental Functions**, City staff will perform limited construction-related inspections as follows:

1. Where the project is necessary to ensure the provision of healthcare services and Healthcare Operations;
2. Where the project is necessary to ensure the continued operation of an Essential Business or Essential Governmental Function;
3. Where the project is necessary to protect human health or safety;
4. Where the project is necessary to avoid delaying the construction of housing; or
5. In connection with public works essential infrastructure construction projects.

All inspection requests are being evaluated individually based on the above criteria, the scope and importance of an individual inspection, and whether the safety of the inspector, contractor and community member can be maintained.

To discuss your immediate inspection needs for a project which falls under one of the five listed categories above, please <https://www.ci.millbrae.ca.us/home/showdocument?id=22816> or call building inspection staff on duty:

Romeo Herrera, Deputy Building Official (650) 239-2403

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