



CITY OF AMARILLO

Department of Building Safety
808 S Buchanan Street – Suite 104
Amarillo, TX 79105
(806) 378-3041 Main Line

DEPARTMENT OF BUILDING SAFETY:

COVID-19 UPDATE

In response to National, State and City declarations of emergency, we are temporarily adjusting how we provide services. The Simms Municipal Building will be closed to the public beginning Monday, March 23, 2020 until further notice.

Below you will find important information on how the Department of Building Safety will be serving our customers during this time.

Front Counter Operations

- Front counter staff can be reached by contacting us at building@amarillo.gov or 806-378-3041. All calls and emails will be returned within 24 business hours.
- Over-the-counter permits can be submitted electronically via email at building@amarillo.gov or by fax at 806-378-3085. During this time, credit card payments will be accepted. Once the application has been processed, a permit technician will call your company for payment.

Plans Examiners

- Plans Examiners will continue to process and review plans received through our FTP site.

Construction/Mechanical/Electrical/Plumbing

Inspections

- Inspectors will continue to perform all new construction inspections.
- Inspectors will evaluate if it will be safe to enter an occupied building to perform inspections or request to perform inspections via live video using apps like Google Duo from the contractor.



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Community Improvement/Condemnation Inspections

- Inspectors will be performing limited enforcement duties (i.e.: Life Safety Inspections with proper PPE)
- Inspectors will continue to receive and follow up on service requests.
- Inspectors will continue other routine inspections.

General Information

- All ZBA, CAC & CAAC hearings and meetings are cancelled until further notice.
- Appointment only meetings will be accepted with stakeholders; maximum 10 attendees including staff.

As changes are made, we will update this report.

Thank you for your understanding and patience during this time! Please contact us if you need any assistance in navigating these changes.