



PPRBD to Expand In-Person Appointments to 3 Days a Week Appointments Can Be Made For Plan Review AND Permits

The Pikes Peak Regional Building Department will be expanding its in-person appointment schedule with an additional day and additional services.

Starting May 19, customers with an appointment, can come in to our office at 2880 International Circle, on Tuesdays, Wednesdays, and Thursdays. **In addition to in-person plan reviews, appointments can now also be used to pull permits.**

The appointment scheduler can be accessed through the RBD website – www.pprbd.org. Please be respectful of other customers and only reserve one appointment per day. Failure to do so may result in cancellation of your appointment (s).

Entrance Procedures

- Walk-ins will **NOT** be allowed. Appointments only
- Front gate will remain closed. Customers will be escorted in based on appointment times
- Masks and/or face coverings will be required (Must cover nose and mouth)
- A temperature check will be performed on each customer entering the RBD office
- Social distancing will be required (minimum of 6 ft)
- Only one customer is allowed for each appointment (No guests, including children)

Health and Safety Protocols

- Use available hand sanitizers
- Cover coughs and sneezes with a tissue, or use your inner elbow or sleeve
- Avoid touching your eyes, nose, and mouth with unwashed hands
- Stay home if you are sick; reschedule your appointment.

The health and safety of RBD staff and the community remains a top priority, so customers are still encouraged to utilize online services if at all possible.

- For Permitting & Licensing contact Matt Matzen, (719) 327-2995, matthewm@pprbd.org
- For Plan Review contact Jay Eenhuis, Deputy Building Official – Plans, (719) 327-2910, jay@pprbd.org
- For Inspections contact John Welton, Deputy Building Official – Inspections, (719) 799-2842, john@pprbd.org