



PPRBD Office to Open Two Days a Week by Appointment Only

The Pikes Peak Regional Building Department is pleased to announce that in addition to offering all services remotely, the physical office will soon reopen to customers by appointment only.

Starting October 6, 2020, customers with an appointment, can come in to our office at 2880 International Circle, on Tuesdays and Thursdays. **Appointments will ONLY be for in-person plan reviews and permits.**

Special hours will be reserved for customers who are considered high risk of severe illness from COVID-19. Those hours are from 8 – 9a.m., on Tuesdays and Thursdays.

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 into the office 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

Health and Safety Protocols

- Use available hand sanitizers
- Cover coughs and sneezes with a tissue, then throw the tissue in the trash. Another option is to use your inner elbow or sleeve to cover coughs and sneezes
- 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.