



County of Calaveras Department of Planning

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Covid-19 Public Response Plan March 20, 2020

The Planning Department has developed this Public Response Plan in an effort to maintain public service and to provide a safe work environment and minimize the exposure to the public and County employees. The Department will fully comply with additional County policy directives to reduce risk of COVID-19 between its workforce and the public. This Public Response Plan may be modified as needed going forward to further ensure full compliance with recommendations and requirements of the County Director of Public Health.

1. Public Meetings

Planning Commission hearings will continue as scheduled unless further notified. Protocols established for the Board of Supervisors meetings will be observed. In summary, the following will apply:

- Commissioners may telephone or videoconference in to the meeting.
- Consistent with the Governor's Executive Order, the public may participate through videoconferencing or by telephone. Please refer to the detailed provisions set forth on the Planning Commission agenda, <https://calaverasgov.us/Meeting-Calendar>.

Department outreach and other engagement activities are cancelled until further notice. Staff participation in meetings with outside agencies or organizations may occur only through teleconferencing or similar means.

2. Customer Meetings/Public Contact

Staff interaction with the public should be limited to the degree possible to the telephone or videoconferencing.

- Staff recommends the public call in with questions.
- If a face-to-face meeting is necessary it should be done by appointment.
- Site inspections may be scheduled but social distancing protocols shall be observed.

3. Public Counter

While the front counter is open to the public we recommend telephone or email contact if possible. Contact the Planning Department by telephone or via email to set up an appointment if work cannot be handled by telephone or email. Social distancing protocols will be observed at the front count which include facial coverings at all times and serving only one customer at a time.

Thank you for your cooperation.