

# CITY OF BELLEVILLE, ILLINOIS



MARK W. ECKERT, MAYOR  
101 SOUTH ILLINOIS STREET  
BELLEVILLE, ILLINOIS 62220-2105  
(618) 233-6810

Friday, April 03, 2020

To whom it may concern,

As you are aware, due to the COVID-19 pandemic, we are in unprecedented times regarding how we are living and working. Since issuance of Governor Pritzker's Executive Order, we are all being asked to review the type of and means of delivery for the services we provide. The Housing and Zoning Division of the Residential and Commercial Development Services (RCDS) Department has attempted to maintain a scaled-down service delivery model over the last several weeks. Despite our best efforts, we are finding that due to the intimate nature of our inspection process, and the level of demand we are experiencing, the scaled-down service model cannot be maintained to ensure the caution the Governor's Executive order urges. Therefore, **effective immediately, the RCDS will not schedule or perform any Housing Inspections.** We are aware that this may cause concern and in some instances inconvenience, however we take seriously our efforts to protect the health and safety of our residents and our inspectors. Issuance of permits and inspections for New Constructions will continue on a case by case basis. We are certain that this is for the best for all involved as we do our part to "flatten the curve."

To address those individuals who will need a Residential Occupancy Permit, RCDS will continue to work with applicants over the telephone (618-233-6718), via facsimile (618-233-8152) and email ([building@belleville.net](mailto:building@belleville.net)). We will also open an application portal on the City of Belleville website shortly. If an inspection has current or recently been passed, a Final Residential Occupancy will be issued. For those properties for which the inspection is not current or has not passed, a Temporary Residential Occupancy Permit will be issued. The Temporary Residential Occupancy Permit will be valid for sixty (60) days. Recipients will have a grace period of thirty(30) days from the date of our re-opening to schedule inspections and apply for their Final Residential Occupancy Permit. Contact for the RCDS Department is as follows:

Residential and Commercial Services Department  
Annisca McCaskill, Director  
[building@belleville.net](mailto:building@belleville.net)  
618-233-6718 (telephone)  
618-233-8152 (facsimile)

We thank you for your understanding and patience as we continue our efforts to make Belleville a safe place to live, work and play.

Sincerely,

A handwritten signature in blue ink that reads "Mark W. Eckert". The signature is written in a cursive style and is positioned above the printed name.

Mark W. Eckert

Mayor