



April 16, 2020

Building Permit Applications, Planning Applications and Site Inspection alternative procedures during the Covid-19 pandemic.

The below information is in effect until further notice. Information will be updated pending further direction from the Province of Ontario.

In efforts to stop the spread of COVID-19 and in keeping with Provincial Regulations and recommendations, the Township of South Algonquin Office remains closed to the public and staff are working remotely when possible. The operations of the Building and Planning Department will be as follows:

Building Department

The Building Department will continue to accept Building Permit Applications and in accordance with Provincial Emergency Order, the Township of South Algonquin will not be inspecting any construction projects that are not deemed as “Essential”.

Construction projects deemed essential in sections 27 to 31 of the Emergency Order that relate to the following may continue:

27. Construction projects and services associated with the healthcare sector, including new facilities, expansions, renovations and conversion of spaces that could be repurposed for health care space.
28. Construction projects and services required to ensure safe and reliable operations of, or to provide new capacity in, critical provincial infrastructure, including transit, transportation, energy and justice sectors beyond the day-to-day maintenance.
29. Critical industrial construction activities required for,
 - i. the maintenance and operations of petrochemical plants and refineries,
 - ii. significant industrial petrochemical projects where preliminary work has already commenced,
 - iii. industrial construction and modifications to existing industrial structures limited solely to work necessary for the production, maintenance, and/or enhancement of Personal Protective Equipment, medical devices (such as ventilators), and other identified products directly related to combatting the COVID-19 pandemic.
30. Residential construction projects where,
 - i. a footing permit has been granted for single family, semi-detached and townhomes
 - ii. an above grade structural permit has been granted for condominiums, mixed use and other buildings, or
 - iii. the project involves renovations to residential properties and construction work was started before April 4, 2020.
31. Construction and maintenance activities necessary to temporarily close construction sites that have paused or are not active and to ensure ongoing public safety.

The Chief Building Official inspections will be carried out as follows:

- 1) Construction deemed essential by the provincial order.
- 2) Pursuant to section 30, inspections for residential construction will continue where building permits have been issued before to April 4, 2020 for:
 - a. construction of single family, semi-detached, townhomes, condominiums, mixed use and other buildings, and
 - b. renovations to residential properties where construction work started before April 4, 2020.

New Building Permit applications will continue to be reviewed pursuant to the Ontario Building Code and the Building Code Act and decisions will be made based on the current emergency orders in effect. Notwithstanding the issuance of a permit, the provincial regulation orders the closure of all places of nonessential business and that all construction cease and not proceed, except for businesses listed as essential. It is the owner's responsibility to comply with the Emergency Management and Civil Protection Act. Please ensure that you review the list of essential construction and/or seek legal opinion before proceeding with any construction works.

Building permit applications may be mailed in or dropped off in the drop box located outside the main doors at the Township Office. Applications can also be emailed to building@southalgonquin.ca. Building Permit Applications can be found on our website at southalgonquin.ca.

Building inspections can be scheduled by emailing building@southalgonquin.ca or by calling 613 637-2650 extension 203. Arrangement can be made with the Building Department to send photos or videos. If the picture and video quality is adequate and the Chief Building Official is satisfied, this may classify as a satisfactory inspection and an inspection report will be emailed to you.

The Building Department staff will **not** be entering occupied areas of buildings under construction including personal dwellings or occupied areas of industrial, commercial, multi - residential and institutional buildings. Staff may ask you to answer brief, non-intrusive screening questions related to the COVID-19 health risks, and practice social distancing. Please answer truthfully and understand this is for the protection of our staff who will be serving you and other members of the public.

Planning Department

The Planning Department continues to accept applications. Applications can be emailed to operations@southalgonquin.ca or can be mailed or dropped off in the drop box located outside the main doors at the Township Office. Planning application can be found on our website at southalgonquin.ca

Currently in person Council meetings and Committee of Adjustments meetings have been suspended until further notice. Currently council meetings are permitted electronically, however the requirement under the Planning Act and how to engage and solicit public feedback is currently being investigated.

Staff and Council thank you for your cooperation during this time.

Michael Anderson
CBO/By-Law Enforcement Officer

Tracy Cannon
Planning & Building Administrator