

February 16, 2021

**NOTICE OF TEMPORARY SERVICE ADJUSTMENTS DURING THE COVID-19 PANDEMIC**  
Township of Oro-Medonte staff will continue to follow strict COVID-19 Health and Safety Protocols.

The Township of Oro-Medonte has taken proactive precautions with facility closures & in-person Customer Service desk closures.

The following is the current service level for permits and inspections conducted by the Building Division, until further notice:

**Building Permit Applications:** Change in Level of Service

- Building Division Staff continue to work and Building Permit applications will continue to be accepted through the Administration Office drop box.
- Online permit application is preferred. Email [building@oro-medonte.ca](mailto:building@oro-medonte.ca) with your submission.
- Email will be the preferred method of communication. However, phone calls and voicemails will continue to be received and responded to.

**Payments for Building Permits:** Reduction in Level of Service

- Until further notice, payment for building permit fees and development charges over \$5000.00 will be cheque only (payable to the Township of Oro-Medonte) and deposited to the Administration Office drop box at 148 Line 7 South. **No in person payments accepted.**
- Online payment to a maximum of \$5000.00 is also available through PayPal, please email [building@oro-medonte.ca](mailto:building@oro-medonte.ca)

**Payment Process:**

- a) Arrange to have the cheque dropped off in the drop box at the Administration Office.
- b) Building Staff will follow up on the payment and issuance of a receipt.
- c) Building permit will be issued upon successful completion of plans review process.

**Building Inspections:** Change in Level of Service

- Inspection requests require COVID-19 Screening to be completed online [Inspection Booking - Oro Medonte \(oro-medonte.ca\)](https://oro-medonte.ca/inspection-booking)
- Strict Health and Safety requirements have been implemented for all inspection types. If at any time an inspector feels their health or safety is at risk, the inspection will be terminated.
- Inspectors will attend to an Unsafe Building occurrence or similar urgent matters.
- Occupied buildings will be inspected under strict health and safety protocols. Staff will review each individual situation to determine how the inspection can be undertaken with no unnecessary risk to Township staff, contractors or our residents.
- Any covering of construction without a required inspection as defined under the Building Code Act or by permission of the Chief Building Official - may require the uncovering of any work.

As the Provincial Order evolves and changes are made, we will monitor the situation and notification will be provided on any change to the above noted temporary service levels. We appreciate your patience and understanding during these challenging circumstances. Any questions, please feel free to contact me.

Sincerely;

Garry McCartney, CBCO  
Chief Building Official