

May 15, 2020

**NOTICE OF TEMPORARY SERVICE ADJUSTMENTS DURING THE COVID-19 PANDEMIC**

Building permits that are currently on a Provincial Hold will be issued beginning Tuesday May 19, 2020. Until such time, construction projects deemed not essential under the Emergency Management and Civil Protection Act (EMCPA) are prohibited and as such, may be subject to enforcement and fines. Regardless of the changes under EMCPA permitting construction to move forward as of 12:01 a.m. May 19, 2020, the Township of Oro-Medonte remains in a State of Emergency and staff will continue to follow COVID-19 Health and Safety Protocols and Provincial Guidelines.

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. If an online permit application is preferred please email [building@oro-medonte.ca](mailto:building@oro-medonte.ca) with your request.
- During the COVID-19 pandemic, email communication will be the preferred communication method. 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 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.**
- If online payment is preferred, 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 issuing a receipt.
- c) Building permit will be issued upon completion of review process.

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

- **At this time, there are changes to how building inspections are conducted by our Building Inspectors.**
- We will attend to an Unsafe Building occurrence or similar urgent matters.
- Occupied buildings will only be inspected under strict health and safety protocol. We will review each individual situation to determine how the inspection can be undertaken with no unnecessary risk to Township staff or our residents.
- No one is permitted to be on site during the time that the inspector is conducting their inspection.
- Implementation of Provincial Guidance measures for construction sites are required for the health and safety of residents, staff, and workers prior to conducting of inspections
- 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 this situation is continually evolving, we will continue to monitor this situation on a daily/weekly basis 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