

**JOINT BUILDING COMMITTEE**  
*Serving the municipalities of Burk's Falls, Joly,  
Machar, Ryerson, South River, Strong and Sundridge*

28 Municipal Lane  
P.O. Box 1120  
Sundridge, ON  
POA 1Z0



## **BUILDING SERVICES NOTICE – COVID 19 OPERATIONAL CHANGES**

During the current Covid-19 pandemic our office will be closed to the general public. We are still accepting completed applications and answering email and phone inquiries. When leaving a message for the Building Department, please include your name and phone number. In the entryway of our office we have a blue box for completed applications which should include two sets of plans and approvals from other applicable law (i.e. septic approvals) that apply to your submission. We also have a metal box with a lock to submit your permit fee required upon submission of a completed building permit application. At this time we are only accepting cheques which must be made payable to Joint Building Committee.

**Effective Saturday, April 4, 2020 until further notice the following changes apply:**

**Permit applications** (both those already in queue and any new ones accepted after Saturday, April 4, 2020) will be reviewed as per the current structure/setup. No inspections will be conducted except those identified below.

### **BUILDING INSPECTIONS**

1. We will continue to provide current inspections services with respect to **RESIDENTIAL** construction work associated with a building permit issued before Saturday, April 4, 2020.

No inspections will be conducted for work associated with **RESIDENTIAL** construction under a permit issued after Saturday, April 4, 2020.

2. Inspections will continue to be conducted under a building permit for work associated with **INSTITUTIONAL** healthcare sector facilities or buildings (expansions, renovations and conversions of spaces that could be repurposed for health care services) regardless of the date the permit was issued.
3. Inspections will continue to be conducted under a building permit issued for critical provincial infrastructure, including transit, transportation, energy and justice sectors regardless of the date the permit was issued.

4. Inspections will continue to be conducted for work associated with an **INDUSTRIAL** building permit for:
  - The maintenance and operations of petrochemical plants and refineries,
  - Significant industrial petrochemical projects where preliminary work has already commenced,
  - 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.
5. Inspections for construction work associated with any **INDUSTRIAL, COMMERCIAL** or **INSTITUTIONAL** permits with the exception of 2 to 4 above, are suspended.

**When conducting inspections, the following protocol will be followed:**

- We prefer no one on site during the inspection or request that anyone on site stay in their vehicle until the inspection is completed. As well, physical distancing of 2 meters will be required if there is a need to discuss the inspection as determined by the inspector.
- We will need to know if anyone at the site has been out of the country or is experiencing any symptoms of Covid-19 before we will enter a site for inspection. We reserve the right to refuse any inspection if there are concerns regarding the health of occupants in the building, the number of occupants in the space, and answers provided to the above screening questions.

Thank you for your assistance and cooperation. The situation continues to evolve quickly, therefore operations will be reviewed and changed if required.

Brian Dumas, CBCO, CRBO  
Manager of Building Services/Chief Building Official  
Joint Building Committee