



April 9, 2020

The following correspondence is to update the public on the status of the Municipality of Bluewater's Development Services operational policy and procedure changes in specific response to the current COVID-19 pandemic and the *Emergency Management and Civil Protection Act* (EMCPA).

PLANNING DEPARTMENT

We encourage customers who may require a planning application or are unsure if they require a planning application for their future project to contact Arlene Parker, Planning Co-ordinator at planninginfo@municipalityofbluewater.ca to schedule a pre-consultation meeting. The pre-consultation meetings are electronic via Zoom, with the future applicant, County Planner, Manager of Development Services and other appropriate agencies attending. Information needed to ensure a complete planning application will be provided to the future applicant. When the Emergency Order is lifted, a complete application can be submitted to the Planning Department for acceptance and processing in an efficient and timely manner.

The following services are currently being provided by email:

-Site Plan Control, Deeming and Road Closure Applications

-property inquiries

Currently, planning applications that have legislative timeline(s) within their processes, **are not being accepted.**

BUILDING DEPARTMENT

We encourage all permit holders and contractors to consider the Provincial Orders and the advice of affiliated government health agencies as they relate to any of your construction and work plans.

Construction site safety

We require that owners, contractors and construction site superintendents to comply with both the Municipality of Bluewater's Building By-law requirements and the Provincial Orders relating to Essential Business (construction, sentence 31) as both apply to your construction site.

Ensure your site is secured against illegal entry at all times that is not supervised or engaged in active construction, to help mitigate the elevated risk posed to children who may be entering our jobsites during this time.

ADMINISTRATIVE AND PLANS REVIEW SERVICES

Will continue to operate as per below:

- electronic or phone correspondence with Building Staff only;
- electronic submittals are preferred;
- submittal of miscellaneous paperwork may be deposited in the drop box located at the Main Entrance of the Municipal Office, 14 Mill Ave., Zurich;
- contact mrolph@municipalityofbluewater.ca or building@municipalityofbluewater.ca for details on complete applications;
- complete permits will be reviewed for compliance with OBC and Applicable Law and will be issued if compliance is achieved. **(this does not imply that construction can commence. Only projects that comply with current EMCPA Regulations may commence).**

BUILDING PERMIT INSPECTION SERVICES

Will continue to operate on a limited basis as per below:

- SOME types of inspections will be limited or restricted depending upon the type of building and nature of the inspection (please call for further details);
- ALL inspections must be booked via emailed request to nevans@municipalityofbluewater.ca ;
- ALL inspection requests must include a call-back number for confirmation purposes.

As of April 8th, 2020 - 8:30 a.m. and until such time as the Ontario Regulations (or other Orders or Laws) are updated or altered:

Building/Plumbing Inspections

1. **Inspection** of RESIDENTIAL construction work associated with a building permit issued before Saturday, April 4, 2020 (11:59 pm) **will continue.**

2. **Inspections** of construction work associated with RESIDENTIAL construction under a permit issued after Saturday, April 4, 2020 **are suspended.**

3. **Inspections** of RESIDENTIAL renovation construction projects under permits issued prior to April 5, 2020, and other than the interior of an occupied dwelling, Long Term Care Home, Retirement Home or any other building with a vulnerable occupant/vulnerable occupancy, **will continue**.

4. **Inspections will continue** to be conducted under a building permit for work associated with INSTITUTIONAL healthcare sector facilities or buildings (expansions, renovations and conversion of spaces that could be repurposed for health care services) regardless of the date the permit was issued.

5. **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.

6. **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 (PPE), medical devices (such as ventilators), and other identified products directly related to combatting the COVID-19 pandemic.

7. **Inspections** for construction work associated with any INDUSTRIAL, COMMERCIAL or INSTITUTIONAL permits with the exception of work associated to paragraph 1 and/or 27, to 29 **are suspended**.

8. **Inspections** for construction work associated with any AGRICULTURAL building permits where related to support of AGRICULTURAL BUSINESS and SUPPLY CHAIN operations described by par. 24, 25, and 26 of the Provincial Order, **will continue**.

Septic Inspections

1. **Inspections** of a SEPTIC SYSTEM construction commensurate to RESIDENTIAL construction under a permit issued prior to Saturday, April 4, 2020 (11:59 pm), will continue.

2. **Inspections** of SEPTIC SYSTEM construction commensurate to RESIDENTIAL construction under a permit issued after Saturday, April 4, 2020, are suspended.

3. **Inspections** related to reports of septic failure, potable water threat, or malfunction will be assessed as each request comes forward.

Signs, Pool Fences, and other Work Approvals Inspections

1. Inspections related to the construction of these works **are suspended**.

Fencing/Hoarding related works to make safe, construction Inspections

1. **Inspections will continue** in accordance with the Municipality of Bluewater's by-law and provisions of paragraph 31 of the Provincial Order.

PLEASE NOTE:

- The department will continue to work with builders and contractors to ensure that construction can safely continue in conformance with Building Standards.
- The department will not accept substitution of a required inspection with an Engineer's inspection report, or pictures of work completed and covered without a required inspection or permit.
- Further adjustments to our operations may be made at any time, without notice, in accordance with the recommendations of the Province, Public Health Authorities and our Community Control Group.

BY-LAW ENFORCEMENT

SUBMITTING CONCERNS/COMPLAINTS

- Concerns/complaints are to be submitted via complaint form on the Municipal website only.
- Exceptions are being given to concerns via telephone re: COVID-19 (see below).

ENFORCEMENT

- all concern/complaints re: COVID-19 are being directed to contact the OPP at **1-888-310-1122**.
- all interpretation of essential vs non-essential services re: COVID-19 and the EMCPA regulations are being directed to the Province at **1-888-444-3659**.
- all concerns/complaints re: a contravention of municipal by-laws are being forwarded to MEU Services for follow up and compliance following receipt of a complaint submitted via the complaint form on the municipal website

If you have questions or concerns please don't hesitate to contact us.

Mike Rolph
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