



Township of Douro-Dummer

Building Department

Business Continuity Plan

*during the COVID-19 Pandemic, current as of **May 19, 2020***

The Township of Douro-Dummer Building Department functions to administer and enforce the regulation of the Ontario Building Code. This includes the issuance of Building Permits for construction projects, as well as the inspection of these Permits.

Due to COVID-19, we have seen unprecedented restrictions placed on the construction industry, including a moratorium of permit issuance following the Provincial Guidelines of Essential Workplaces. This moratorium has been lifted as of May 19th, 2020, allowing for the Township to issue Building Permits for any construction project. Please continue to consult the Provincial guidelines for changes that may occur to this sector.

Due to our limited resources, and staff obligations for child and family care during this pandemic, this document will provide information regarding changes to our Building Department services.

In accordance with the Ontario Building Code, there are timelines for which a permit application is to be reviewed and issued or refused. Since March 16th, 2020, those timelines have been suspended by O. Reg. 73/20. We will continue to strive to adhere to the standard timelines, but there may be delays as we work through a large volume of applications with limited staff resources.

What you need to know:

- The Municipal office is closed to the public at this time.
- Building Permits must be submitted online at www.ddpermits.ca You will need to create an account before you can apply. If you have technical issues, please email staff below.
- All building permits can be paid for electronically, you will receive information after the permit has been prepared for issuance.
- Inspections must still be conducted:
 - Footings, Foundation and Backfill inspections will be conducted on vacant sites
 - All other inspections will be conducted through Zoom (video conferencing software)
 - All inspections require minimum 3 business days notice, unless otherwise approved.

Staff are best reached by email:

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