



Letter to Building Industry

Good Day,

You may be following the Township of Carling response to the COVID-19 outbreak and the closing of all municipal buildings. In light of these measures the Building Department will be taking the following precautions for our staff to ensure that building efficiencies can continue on within the area. The building department will do its best to function in a timely manner however delays may be encountered due to this unprecedented crisis.

Plans Submission:

During this time, we ask that all submissions be submitted Electronically to building@carling.ca. During this time building permit fees will only be accepted by cheque through our drop box at the municipal office or Canada Post (no cash).

Code Related Inquires:

During this time, we ask that all code related inquires be restricted to email or phone call. If a site inspection is required staff will follow the same procedures as noted under the Inspection request section.

Inspection Request:

The Ontario Chief Medical Officer of Health is stating that the next few weeks are critical in terms of slowing the spread of COVID-19. In order to maintain our current inspection program and to maintain the recommended protocols for social distancing, the Building Department will be imposing the following conditions:

1. Worksites shall be limited to no more than 4 employees inside the building or area to be inspected during the requested inspections.
2. Any sites where a worker has possible signs of COVID-19 such as fever, cough, difficulty breathing, pneumonia in both lungs or has been out of the country within the last 14 days will not be inspected.
3. Should the inspector have concerns for their personal health they will not conduct the inspection.
4. All required inspection papers (i.e. truss drawings, floor layout, duct design) shall be submitted electronically 24 hours in advance of the inspection if not already submitted.

Note for enclosed inspections, such as insulation, heating, occupancy or final, Inspectors will be assessing the site with the conditions 1, 2 and 3 above. If any of these conditions are not satisfactory to the inspector an inspection will not be available for a minimum of 14 days. If an inspection is needed to finalize or advance a permit, the building department may consider a review by an Engineer or Architect and a sealed report for its compliance with the related item toward the building code, this must be approved by the CBO in advance .

Through these measures we hope to ensure that all Job sites within the Township of Carling remain safe for both onsite workers and Building Inspector and help limit the transfer of COVID-19. We encourage everyone to be diligent about maintaining good social distancing.

If you have any questions or concerns, please feel free to contact the individual below.

Thank You,

Kim Dixon, CBO

Carling Township Building Department.

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