



Seguin Township

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Letter to Seguin's Valued Construction Industry

RE: Covid-19 and Building Department Services and Inspections

In an effort to serve our customers better while reducing the risk of Covid-19 exposure, the following best practices are in effect on April 6, 2020:

- Building Permit Applications continue to be accepted electronically at info@seguin.ca. All reviews of the submitted documentation will be conducted electronically or by phone with the customer as required.
- Building permits will continue to be issued and construction can commence immediately after issuance.
- All inspections will continue to be conducted, subject to COVID-19 safe work practices. Building inspections can be booked with 48 hour notice by calling 705-732-4300 or 1-877-473-4846.
- **Construction sites** are to be clear of all non-inspection personnel during the inspection. All construction sites are required to be vacated at the time of the inspection.
- Please note that for any **owner/tenant occupied building construction sites**, all inspections will only proceed as authorized by and at the discretion of Chief Building Official.
- The following questions will be asked by the Building Clerk when arranging for a building inspection:
 1. Has anyone who has been on site travelled out of province in the last 14 days?
 2. Is there anyone who has been on-site currently symptomatic (i.e. runny nose, sneezing, coughing, etc.) or is in self or imposed isolation or is considered a close contact?
 3. Will the site be occupied (workers on site) and if not, who will be there (maximum 1 person).

Please note that an affirmative response to any of the above questions could result in the inspection being postponed by the Chief Building Official. All postponed inspections are to be logged and will take precedence.

- Physical distancing procedures shall be observed as recommended by the Federal and Provincial Health Authority's. On-site refers to the physical building being inspected and not necessarily the property where physical distancing can be practiced safely.

Thank you for your co-operation and understanding.

Michele Fraser, Interim CAO

Mark Vandermeer, CBO