



## **BUILDING & BY-LAW DEPARTMENT COVID 19**

### **EMERGENCY PLAN / STATEMENT**

Recently on March 17<sup>th</sup> the Province of Ontario Declared an Emergency across and followed by the County of Middlesex and the Municipality of Thames Centre.

On March 23<sup>rd</sup>, the Province of Ontario ordered the shut-down of all non-essential services and further declared that the construction industry is an essential service. In order to follow the mandate set by the Province, and to assist the construction industry as well as the general public, Thames Centre's Building and By-Law Departments are remaining open and operational.

Currently our departments are operating at an essential level through remote capabilities. We have no office time but, if you would like to speak to the building department or a by-law officer please contact our office, our voice messages go straight to our emails which can be retrieved remotely. However during this time we are only trying to keep the existing construction moving as well as any critical construction. Even though we are accepting applications we will be focusing on essential and critical areas as we work portably in various different areas.

On March 20<sup>th</sup> the Province of Ontario passed O.Reg 73/20 which removes any and all timelines and limitations to all regulations and statutes within the Province. This removes any and all timeline requirements for inspections (48hrs) and permit applications (10 days). This allows the building department to focus on the critical / essential items that need to be inspected and the permits that need to be issued.

In order to keep the construction businesses of Thames Centre moving forward as per the provincial government, we are still accepting applications and conducting inspections for buildings and structures. Both departments do have conditions with regards to By-Law Enforcement and Building Inspections.

**Building Applications:** Must be fully completed and submitted via email only in PDF format to Aaron Stewardson Chief Building Official / By-Law Enforcement [astewardson@thamescentre.on.ca](mailto:astewardson@thamescentre.on.ca) . Applications will be assessed on the essential level of the application. At this time, we cannot guarantee the process time of any application. Hard copy submissions will only be accepted.

**Building Inspections:** Can be booked through Amanda Storrey in our office via email only. Before any inspection is scheduled, the 'Inspection Screening Questionnaire' must be reviewed by the contractor, owner or person requesting inspection. Please also see the Building Department Inspection Notice and COVID 19 Protocol for further information. All inspections can be booked through Amanda Storrey via email only: [astorrey@thamescentre.on.ca](mailto:astorrey@thamescentre.on.ca)

**By-Law Enforcement:** Inquires and complaints can be submitted to our office to Mauro Castrilli By-Law Enforcement Officer / Building Inspector [mcastrilli@thamescentre.on.ca](mailto:mcastrilli@thamescentre.on.ca) . Complaints are to be on the prescribed form on our website.

We thank you for your patience and understanding while we work through these every changing challenging times, and if you have any questions or concerns please contact our office.

Thank you  
Aaron Stewardson CBCO  
Chief Building Official / By-Law Enforcement