



The Corporation of
The Township of Killaloe, Hagarty and Richards
1 John Street, Box 39 Killaloe, Ontario K0J 2A0

I, the undersigned, _____ designate

(Name of Owner)

_____ to be my
(Name of Agent)

authorized agent for the purpose of obtaining a building permit. I authorize this agent to sign the application to permit, on my behalf. I understand that this application includes a declaration certifying the truth of the statement made in the application and also acknowledges that the permit could be revoked if certain procedures in the Building Code Act are contravened.

(Signature of Owner)

(Date)

(Signature of Witness)

(Date)

BUILDING INSPECTION PROCEDURE

Subsection 2.4.5 of the Ontario Building Code requires that the person to whom a permit has been issued shall notify the Chief Building Official of the stages of construction indicated on the Building Permit. Please give **two** days notice.

Section 8. (13) of the Building Code Act states:

“No person shall construct or demolish a building or cause a building to be constructed or demolished except in accordance with the plans, specifications, documents and any other information on the basis of which a permit was issued or any changes to them authorized by the Chief Building Official. 1992, c.23, s.8.”

Any change which is not authorized by the Chief Building Official is a contravention of the Building Code Act.

Some areas may have a high water table in some season. It is the owner’s responsibility to insure that design, grading and construction techniques solve any drainage problems. The Township of Killaloe, Hagarty and Richards is not responsible for the drainage of private property.

ORDER NOT TO COVER

Building Code Act, Section 13. (1)

No part of the building shall be covered or enclosed unless it has been inspected. Failure to comply shall mean that the Builder shall uncover the work required for inspection at his own expense.

Date _____

Permit No. _____

C.B.O _____

Owner _____

- BUILDING INSPECTIONS 628-1201 •
- SEWAGE INSPECTIONS 757-2300 •

OWNER'S AND BUILDERS RESPONSIBILITY DURING CONSTRUCTION

1. Post your Building Permit, to be seen from the street.
2. When calling for inspection or information, please refer to the permit number where applicable.
3. Inspections – The Owner or Builder, named in the Building Permit, is responsible to notify the Building Official at least 48 hours in advance of completion of the following stages of construction in order that the works can be inspected and approved.
 - a) Footings prior to placing concrete;
 - b) Foundation **before** back-filling;
 - c) Plumbing – underground – below concrete slabs call Building Inspector
 - d) Framing (open walls with mechanical rough-in installed). Prior to inspection ensure that:
 - i) stairs are installed,
 - ii) roof is complete, and
 - iii) mechanical work is completed.
 - e) Plumbing rough-in and test call Building Inspector;
 - f) Insulation, vapour barrier and air barrier. Prior to inspection, ensure that:
 - i) all windows and doors are installed,
 - g) Chimney/Fireplaces – masonry rough-in and final, zero clearance rough-in and final.
 - h) Plumbing final – complete fixture installation – call Building Inspector;
 - i) Building occupancy;
All handrails, guards and other protective devices installed around stairways and balconies. All steps, stairs, and decks installed at exits. All smoke detectors in place and functioning. Doors between attached garage and dwelling unit be equipped with self closing devices, walls separating house and attached garage must be vapour and fume proof. Sewage disposal system final approval by Ministry of the Environment. Water supply, electrical, heat and gas (if applicable) services approved, installed and in full functioning order.
 - j) Building final completion – other as may be outlined.
4. Changes to Plans – A Building Permit may be revoked if:
 - a) it was issued on mistaken or false information,
 - b) after six months of its issuance, the construction has not been seriously commenced, or
 - c) where construction has substantially suspended for a period of more than one year.