



AFTER PERMIT HAS BEEN ISSUED

- ✘ Building permit notice must be posted in a visible place before any works are commenced.
- ✘ Once building permit issued, call the building inspector immediately to schedule a meeting.
- *It is the responsibility of the Permit Holder to make themselves familiar with the additional building permit requirements put in force by the municipality.*
- *Permit Holder holds the responsibility to contact the Building Inspector prior to any works being started. Failure to do so will be double the permit fees or removal of the works started prior to Inspector Authorization.*
- *If the contractor takes out the permit for the landowner he is deemed fully responsible for the project.*
- *For sub-contractors, no works are to be started until the permit is posted.*

Building and Plumbing Inspector:

➤ **LARRY CHUBEY** ➤ **CELL: 746-4032** ➤ **PH: 427-2059** ➤ **FAX: 427-3162**

- Please have permit number when calling.
- Please leave a message with the Building Inspector and/or the Municipal Office when scheduling an inspection.
- Inspections during Business Hours 8:00am to 5:00pm Monday to Friday
- Height Required in Flood Areas – 24”higher than the 100 year Flood Level.

When an inspection is done, the inspector will leave either a red or green sticker on or near the building permit or on the door. The green sticker indicates that the work has passed inspection and work can proceed to the next stage. The red sticker indicates that the work is either incomplete or improperly done, and will require further inspection. The homeowner/contractor should phone the inspector before proceeding with further works.

Residential Inspection Requirements 24 Hour Notice Recommended

	1	2	3	4	5	6	7	8	9	10	11	12
HOUSES & DUPLEXES	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
ATTACHED GARAGE / BREEZEWAY	✓	✓	✓	✓	✓			✓	✓	✓		✓
DETACHED GARAGE	✓	✓	✓	✓	✓			✓	✓	✓		✓
ADDITIONS	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓
BASEMENT DEVELOPMENT						✓	✓		✓	✓		✓
POOL / DECK / CANOPY	✓		✓	✓				✓				✓
WORKSHOPS	✓	✓	✓	✓	✓			✓	✓	✓		✓
READY TO MOVE	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
FARM / ACCESSORY BUILDING	✓	✓										✓
RENOVATIONS - STRUCTURAL ALTERATIONS							✓	✓	✓	✓		✓
DEMOLITION												✓
MOBILE HOMES	✓	✓	✓				✓					✓
OTHER, AT INSPECTOR'S DISCRETION												

1. Zoning / Site Inspection - When property lines and proposed construction lines are staked ready to verify yard requirements.
2. Elevation Inspection – prior to concrete footing being poured. Ready to establish lot and dwelling grade. Height will be determined at building inspector's discretion.
3. Foundation – prior to pouring concrete and all steel in place
4. Grade Beam and piles – prior to pouring and all steel in place
5. Garage Floor – prior to pouring and all steel in place
6. Basement Floor – drain pipes installed, base prepared and poly in place
7. Plumbing in Basement – under ground plumbing complete prior to covering up pipes
8. Plumbing on Main Floor – prior to insulating
9. Framing – when framing is completed and prior to insulating
10. Insulation and Vapour Barrier – insulation installed and poly and sealant application prior to covering walls
11. Back Fill Inspection – water proofing, drain tiles and stone cover
12. Final – when all work is complete prior to occupancy (smoke alarms, railings, lighting, stairs, safety, etc.) and that application for occupancy/final permit be presented to the building inspector for signing at this inspection.

Please contact the Building Inspector prior to inspection stage or if any discrepancies are found on the blueprints.