

In an effort to ensure that builders and homeowners are informed and up to date, the City of Pickering, Building Services Section, provides the following information:

### **Building Permit Submissions**

Please note that effective January 2, 2019 Building Services has implemented a 3:45 pm, Monday to Friday cut off time for building permit submissions.

### **Building Inspection Requests**

Please note that effective January 2, 2019 a cut off time of 3:00 pm, Monday to Friday will be in place to schedule and request a next day inspection.

### **Pre-construction Meetings**

Please ensure vehicles or equipment do not obstruct driveways, sidewalks, fire hydrants, super mailboxes, transit stops or impede traffic at any time. Construction trailers, bins, landscaping materials, etc. are not permitted to be stored on the road without approval from the City. If possible, park all vehicles on one side of the street to permit traffic flow. Failure to comply with the City of Pickering Traffic & Parking By-law may result in enforcement action taken by Municipal Law Enforcement Services Division.

### **Issued Permits not collected**

Once a building permit has been issued, the permit holder will be contacted either by phone or email. The expectation is that all outstanding fees will be paid and the permit be collected in order to start construction. Should a permit not be collected for a period of more than six months, it may be revoked and the entire process would have to start again in accordance to current regulations.

Should you have any questions please do not hesitate to contact Building Services at 905.420.4631 for further information.