TOWN OF GRIMSBY

BUILDING DEPARTMENT

HELPING GRIMSBY BUILD BETTER

A GUIDE FOR **SEWAGE SYSTEM RENOVATION OR CHANGE OF USE**



WHY DO I NEED A PERMIT?

A building permit is required when installing a new sewage system or replacing an existing one to ensure the system is properly designed, located, and installed in accordance with applicable regulations and the Ontario Building Code.

The permit process helps protect public health, the environment, groundwater, and nearby properties by ensuring the system is suitable for the property and functions safely and effectively.

Obtaining a permit also ensures that the required inspections are completed and that the system meets all applicable requirements.

WHEN DO I NEED A PERMIT?

- A building permit is generally required when changing the use of a building, adding bedrooms or increasing the number of occupants, or repairing, replacing, relocating, or altering components of an existing sewage system.
- A building permit may not be required for routine maintenance such as pumping the septic tank, minor repairs that do not affect the design, operation of the system or replacing internal components, or performing general servicing that does not involve alterations to the sewage system.

PROVIDED	NON-APPLICABLE	BUILDING PERMIT APPLICATION CHECKLIST FOR SEWAGE SYSTEMS
		PERMIT APPLICATION FORMS
		Application to Construct or Demolish
		Change of Use Form
		PERMIT FEES
		Permit Fees: Calculated and collected at time of permit issuance
		REQUIRED DRAWINGS
		Site plan with location of well, existing buildings, and existing system
		Building plans with changes and additions as proposed

This form summarizes the minimum required information to be submitted, in support of a building permit application, in accordance with the Building Code Act and the Town of Grimsby's Building By-Law. Every attempt has been made to provide a complete list. However, should the requirement for additional documents and/or approvals be determined during the processing of this application you will be notified. Applications that do not have all the required documents and forms are considered "incomplete" and are not subject to timelines specified in the Ontario Building Code, if any item in this checklist is required and not submitted then the application is deemed incomplete.

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