



Undertaking & Indemnification Form

Residential Accessory Construction

This form is required for certain residential building permit applications within the City of Orillia where construction has the potential to impact grading, drainage patterns, municipal infrastructure, or adjacent properties.

Address:	
Registered Property Owner:	
Permit No.:	
Proposed Construction: (Detached Garage, Pool, etc.)	

In consideration of permission to undertake the proposed construction, the Owner hereby covenants and agrees:

1. To obtain all necessary permits or approvals from any other public authority, agency, or utility having jurisdiction over the proposed works.
2. Not to construct any building, structure, pool, retaining wall, or associated works within any easement or right-of-way located on the subject property.
3. To rectify any deficiencies identified by the City of Orillia (the “City”) related to the approved construction and to grant the City access to the property to undertake such repairs should the Owner fail to do so. Any such repairs shall be at the Owner’s expense.
4. To provide the City with a security deposit in the amount established by the City, in the form of a cheque or Letter of Credit, to ensure compliance with this undertaking and to guarantee against damage to municipal property and adverse alteration of existing drainage. The security shall be held by the City without interest and may be used by the City to complete any remedial work required in the event of Owner non-compliance. Any costs exceeding the amount of the security shall be paid by the Owner within 90 days of written notification from the City.
5. Not to deposit excavated or construction material beyond the limits of the subject property.
6. Not to alter, obstruct, or adversely affect existing or designed drainage patterns, swales, catch basins, drainage easements, or overland flow routes on or adjacent to the property.
7. To maintain a minimum 0.6 m strip of undisturbed ground along side and rear lot lines unless otherwise approved by the City.
8. To indemnify and save harmless the City of Orillia from any and all claims, actions, damages, losses, or demands arising from or related to the proposed construction, including but not limited to drainage impacts and damage to public or private property.
9. I certify that I am the registered owner of the property described above or am authorized to act on behalf of the registered owner, and I agree to the terms of this Undertaking and Indemnification Form.

Owner Acknowledgements

- ☐ I acknowledge that I am responsible for ensuring that drainage from my property does not adversely affect neighbouring properties, municipal infrastructure, or drainage systems as a result of the proposed construction.
- ☐ I acknowledge that the issuance of the building permit does not authorize any alteration to established lot grading or drainage patterns and I accept full responsibility for restoring any disturbed drainage features to their original condition upon completion of the work.
- ☐ I understand that alterations to swales, drainage features, catch basins, or overland flow routes may result in enforcement action and/or forfeiture of my security deposit.
- ☐ I understand that the City may require corrective work to restore drainage patterns affected by construction activities.
- ☐ Upon completion of the work, the Owner shall contact the City of Orillia Building Division to arrange for any required final inspections prior to requesting release of the security deposit.

Signature of Owner or Authorized Representative	Date
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The City reserves the right to require a grading plan prepared by a qualified professional where site conditions, topography, drainage concerns, or the scope of the proposed work warrant additional review.

Grading & Drainage Review Summary

Residential Accessory Construction

This document forms a part of the reviewed Permit Drawings issued with the Building Permit and applies to site grading, drainage, and related site conditions associated with the approved construction.

1. This Review Summary shall be read in conjunction with the Undertaking & Indemnification Form executed by the owner and forms part of the reviewed permit drawings and permit conditions.
2. Compliance with the requirements outlined herein forms part of the conditions of the Building Permit.
3. Construction shall be carried out in substantial conformity with the reviewed permit drawings and any accompanying documents forming part of the permit.
4. An Undertaking & Indemnification Form has been submitted by the owner acknowledging responsibility for maintaining existing drainage patterns and preventing adverse impacts to neighbouring properties or municipal infrastructure.
5. The issuance of the Building Permit does not authorize the alteration of approved lot grading, engineered drainage features, drainage easements, swales, overland flow routes, or municipal drainage infrastructure.
6. The owner and/or builder is responsible for ensuring that construction activities do not adversely affect existing drainage patterns, neighbouring properties, municipal infrastructure, or approved drainage systems.
7. The owner and/or builder is responsible for restoring any disturbed drainage features, grading, swales, and drainage routes affected by the construction.
8. No grading alterations shall be undertaken that result in ponding, drainage obstruction, or drainage impacts to neighbouring properties.
9. The City may require corrective measures where construction activities adversely affect grading, drainage, municipal infrastructure, or adjacent properties.
10. Submission of an Undertaking & Indemnification Form does not relieve the owner, builder, or contractor from compliance with the *Building Code Act*, municipal by-laws, permit conditions, or any applicable law.
11. City review is limited to general compliance with applicable municipal requirements and does not constitute approval, certification, or verification of grading, drainage design, construction methods, existing site conditions, or construction accuracy.
12. The Chief Building Official may require additional information, reports, professional review, grading plans, or corrective measures where deemed necessary.
13. Final release of securities, where applicable, may be withheld until all deficiencies have been corrected to the satisfaction of the Chief Building Official.
14. The City reserves the right to require additional inspections, engineering review, grading plans, certifications, or corrective measures where site conditions or construction activities indicate a potential drainage concern.