



# Sewer and or Water Connection Permit Guide

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## Building Permit Requirements

All application forms, drawings, and related documents shall be submitted electronically in PDF format to [build@thebluemountains.ca](mailto:build@thebluemountains.ca) or by using our secure [ShareFile](#) system. Please refer to our [Electronic Submission Requirements Document](#)

### Required Application Forms

1. [Building Permit Application](#)
2. [Water Connection Form](#)
3. [Sewer Connection Form](#)
4. [Owner's Authorization Form](#) (Required if Applicant is not the Owner)

### Fees and Charges

5. Plumbing Permit Fee \$100.00
6. Water Connection Fee \$100.00
7. Sewer Connection Fee \$100.00
8. Water Meter Fee \$560.00
9. Septic Tank Decommissioning Fee \$50.00

### Notes

Written approval from Infrastructure and Public Works is required prior to the building permit being issued for a water and or sewer connection.

Existing septic systems shall be decommissioned within 10 days of connection to Town municipal services.

Abandoned wells shall be decommissioned by a licensed well installer in accordance to MOE guidelines.

**Approvals from other Agencies are required** in many instances before a building permit application can be processed and before a permit is issued for construction. These approvals are not administered by Building Services. Please ensure all other required approvals are complete using the [Applicable Law Checklist](#) as listed above.

### Next Steps

Submit complete application including supporting documentation, electronically to [build@thebluemountains.ca](mailto:build@thebluemountains.ca) . Application is reviewed for completeness and compliance with the Ontario Building Code and Applicable Law. Application review comments are provided during review to identify any outstanding requirements and to summarize permit fees. Permit will be issued when review is complete and all fees are paid. Construction begins and inspections may be scheduled. Building Inspector checks major phases of construction until Occupancy and/or Final are complete.

Incomplete permit applications will delay permit processing time. Construction shall not start until permit has been issued.