

TOWNSHIP OF PELEE **BUILDING PERMIT GUIDE:**

1. Apply for a permit from Essex Region Conservation Authority and submit fees. Application attached. Additionally, application and information can be found at essexregionconservation.ca.

Essex Region Conservation Authority
360 Fairview W
Essex, ON N8M 1Y6
519-776-5209

2. Apply for permit from Ministry of the Environment, Conservation and Parks.

Sarnia District Office Address:
Ministry of the Environment, Conservation and Parks
1094 London Rd.
Sarnia, ON
N7S 1P1
Toll Free 1-800-387-7784
519-336-4030

3. Request building permit application from the Township of Pelee (attached)
4. Fill out all items listed on application and return everything to the Township of Pelee along with a site plan (location of cottage etc. in relation to property lines and septic), for approval.
5. Application and all required Permit Fees (Cheque made payable to Municipality of Leamington) will be sent to the building inspector for final approval.

Greg Amaral-Building Inspector
Municipality of Leamington
111 Erie St. N.
Leamington, ON N8H 2Z9
519-326-5761

6. Building inspector will inspect all major aspects of construction.
7. When construction is complete an occupancy permit will be given if applicable.