



Building Bulletin

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Building Permits for Emergency Plumbing Repairs

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This Building Bulletin is to serve as a reminder that a building permit is required for plumbing work related to water, sanitary sewer and storm sewer, including emergency repairs or replacements. Please follow the process as indicated below depending on the scenario;

- 1) **Emergency water service repairs or replacements outside of business hours (Business hours: Mon-Fri 8:00am – 4:00pm.)** Please follow the requirements for the [emergency water service repair permit](#). The required permit application shall be made at Kitchener City Hall on the next business day, and the permit will be issued the same day.
- 2) **Emergency water service, sanitary sewer, or storm sewer repairs or replacements during of business hours (Business hours: Mon-Fri 8:00am – 4:00pm.)** Before any work begins, it is necessary to obtain a building permit. If the work is planned for the same day the permit application must be made in person at Kitchener City Hall, and the permit will be issued the same day. A building inspector must inspect the repair or replacement prior to backfilling.
- 3) **Non-Emergency water service, sanitary sewer, storm sewer - new or replacement.** Before any work begins, it is necessary to obtain a building permit and is subject to the review periods as per Div. C, Table 1.3.1.1. of the Ontario Building Code, which are 10, 15, 20, or 30 business days depending on the type of building it serves.

Please visit our [website](#) for more information.

As always, thanks for your cooperation, and if any questions please don't hesitate to contact us.

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