



HINTONBURG COMMUNITY ASSOCIATION INC.

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Some Useful Phone Numbers/Contacts for Construction Issues

The HCA has prepared some information that may be helpful if you have construction near you.

City of Ottawa – 311 – parking issues, building permits, use of street and sidewalks, sewers not protected or dumping in sewers, insufficient signage, blocking the road without signage, debris on road.

Ministry of Labour – 1-877-202-0008 – neighbours foundation being undercut, unsafe work site, check to see that toxic materials have been removed before demolition.

Before & during demolition

1. You can ask the developer for a Copy of the Designated Substances Report (DSR) which details any dangerous substances before demolition, how remediation is to be done and also proof remediation of Designated Substances has occurred. (they are not required to provide any of this to neighbours). If the contractor refuses to provide the Designated Substance Report, neighbours may want to contact the ministry of Labour and report that the contractor may not have one.
2. If you have concerns about the DSR or any unsafe building practices you can contact the Ministry of Labour (MOL) at 1-877-202-0008. If demolition is in progress they can issue a “Stop Work Order” until the contractor can prove there were no toxic substances in the building or that remediation has been completed or that the work site is safe.
3. A demolition permit must be issued by the City prior to demolition and it should be displayed on the outer fencing or nearby pole. The permit should have the contact info for the developer/builder. Contact info for the City of Ottawa Building Inspector will also be on the permit. Building permits for renovations must be displayed in a window or on the outside of the building. If you do not see this call 311.
4. A water truck is required to reduce dust during demolition by regularly spraying the structure with water.

5. Traffic on the street and sidewalks cannot be blocked without a permit, signage and sometimes a flag person.
6. For larger construction projects Councillor Leiper generally holds a pre-construction meeting to ensure neighbours are aware, community expectations for a respectful process are outlined and everyone has the contact info for the developer.

Access onto your property:

7. You do not have to allow the developer access to your property.
8. No one has a right to trespass onto or excavate your property or to damage it. If you choose to allow access for the workers or the construction consider getting a written agreement that includes restitution for any damages, a time frame for completion, and agreement on the quality of the repairs. The City has a sample form for contractors but does not enforce or get involved. It is up to the homeowners to protect themselves and go to small claims court if needed.
9. Signed agreements or e-mails for repairs for damage, joint elements (fences, driveways) are important and a date for remediation to be done and expectations on the quality of the repairs.

Excavation

10. Discuss with the developer exactly where excavation will occur. Many houses in Hintonburg are built on or close to the property line. A geotechnical report should be part of the developer's application to the City. The report provides info on the excavation and how it should be carried out. Ask for a copy. Once excavation starts they may find conditions are different and adjustments made but often that should be in consultation with an engineer.
11. Excavation within 3 metres of the property line requires a structural engineers report to direct the work to ensure the neighbour's building is not destabilized and does not injure workers. The City says they now require this before issuing a permit for excavation. For concerns the MOL can be called and will attend and if there is no structural engineer involvement they can issue a "Stop Work Order" until appropriate measures are in place.
12. Sites must be secured with fencing.
13. Blasting – generally the City requires a developer to offer neighbours a pre-blast inspection of their property. This is a 3rd party company hired by the developer to photograph the inside and outside of your house to document existing conditions. This video is then available to the developer should you claim damages. They do not have to provide the photos to you. Some owners have chosen to contract a company themselves.
14. Hoe-ramming to break bedrock – usually there is no requirement to offer neighbours an inspection before this work. Sometimes vibration monitors for adjacent properties may be provided/required depending on the work done.
15. Echo-barrier sound mats (padded mats that hang on the metal fence) are available and can be requested. It may reduce the hoe-ramming noise.

16. Cutting/line drilling rock before hoe-ramming helps the rock break more evenly and with less hoe-ramming. It should be requested when close to neighbouring foundations to reduce undercutting of neighbours houses.
17. Developers must insure a safe site. Fabric on the metal fences can reduce rock chips (large and small) from flying onto adjacent properties and injuring people. In one instance sizable rocks shot into neighbours' yards 50 ft away.

Sidewalk/Streets/Roads/Sewers – 311 is your resource for these issues.

18. Contractors can apply for a permit to rent the use of the sidewalk or the street but appropriate signage and safety measures are imposed by the City. You can check with 311 to see if a permit has been issued.
19. Street-cleaning – contractors are required to keep the street clean – to sweep up spilled materials and wash excessive dirt/mud off the road.
20. Sewers – any sewer near the site must have fabric liners to filter debris out. Discharging waste other than water is prohibited. Call 311 immediately if you see this – this dept. has a very rapid response.

Parking Issues – call 311

21. Contractors are not allowed to block driveways, park on sidewalks or ignore any parking restrictions or time limits.

Crane Agreements:

22. Request a “Crane Agreement” if the contractor will have a crane above your house (this is for construction of taller buildings). If they refuse then ask for a copy of the aerial encroachment permit from the City as well as their insurance information and crane safety documents.

Useful City Links:

Here's a link to the new advisories regarding construction <https://ottawa.ca/en/planning-development-and-construction/building-and-renovating/advisories>

New excavation rules requiring engineer oversight if 3m or less from property lines.
https://documents.ottawa.ca/sites/documents/files/advisory_excavation_shoring_pt9_en.pdf

Informed consent of neighbours if the builder wants to use your property for construction.

https://documents.ottawa.ca/sites/documents/files/bcs_consent_agreement_en.pdf