

All homes need to be built to minimum health, fire, structural and property protection standards. Permits and inspections help to ensure that these standards are met so that your home will provide a safe and healthy environment.

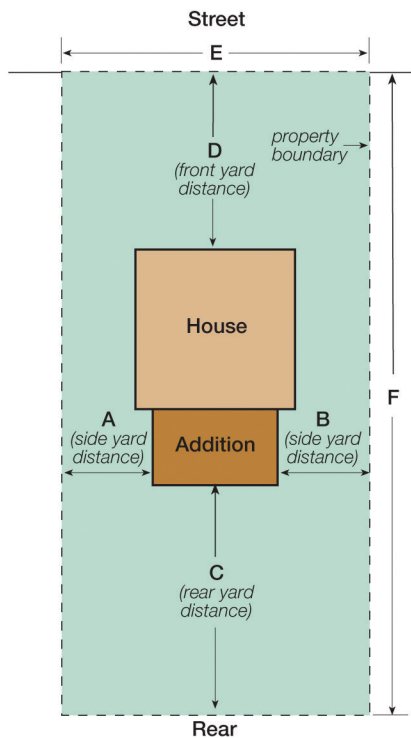
Application Requirements

- 1 copy of a site plan illustrating proposed location on the property.*
- 1 copy of Location Certificate by Nova Scotia Licensed Surveyor may be required (depending on distance to property lines or other structures).
- 1 copy of complete building plans.

*A lot grading plan may be required, depending on your location. Please check with our Development Staff to determine whether a lot grading plan is required for your application.

Sample Site Plan

Indicate: distances to the property lines from the house on the drawing, lot dimensions, location of driveway, watercourses (such as lakes, streams or brooks) and lot identification.



Dimensions	
A =	
B =	
C =	
D =	
E =	
F =	

Complete Building Plans

Complete building plans will include elevations, floor plans, and a cross section (including material specifications). Examples of each are illustrated in this pamphlet.

All applicable fees and deposits are required at time of application.

Required Inspections

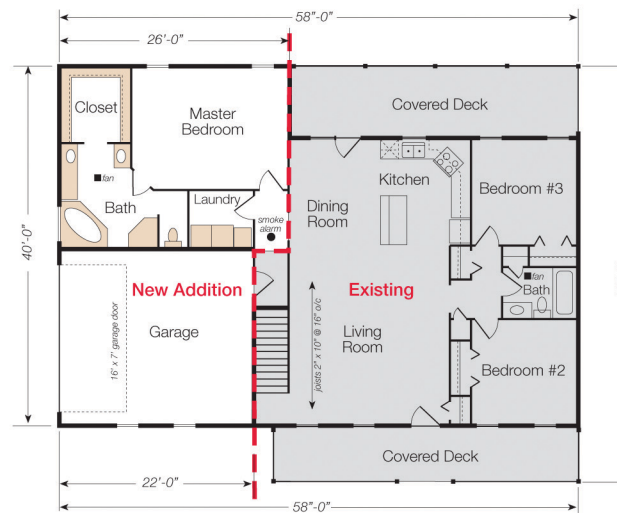
There are a number of inspections that will occur during the construction process. Examples of mandatory inspections include:

- Site/Footing
- Foundaton (prior to backfill)
- Underground Plumbing
- Sub--floor Foundaton Insulaton
- Framing/Roof
- Plumbing/Mechanical
- Insulaton/Vapour Barrier (pre--drywall)
- Final (prior to occupancy)

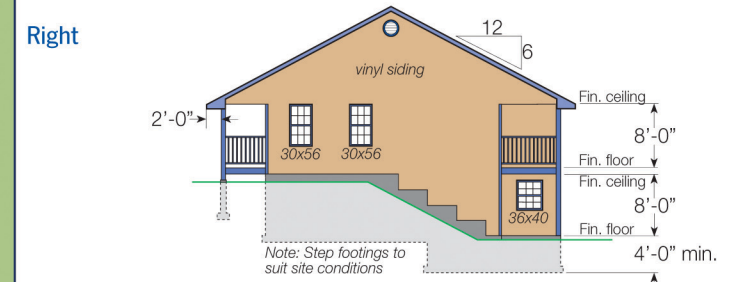
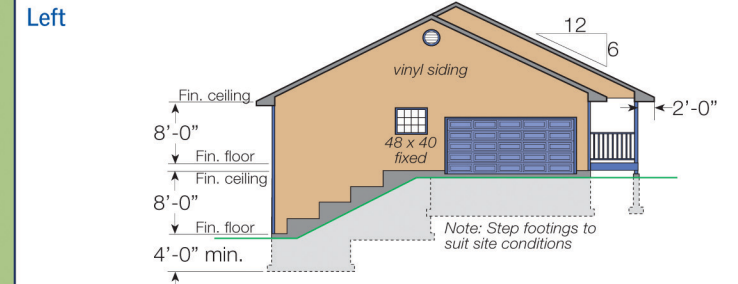
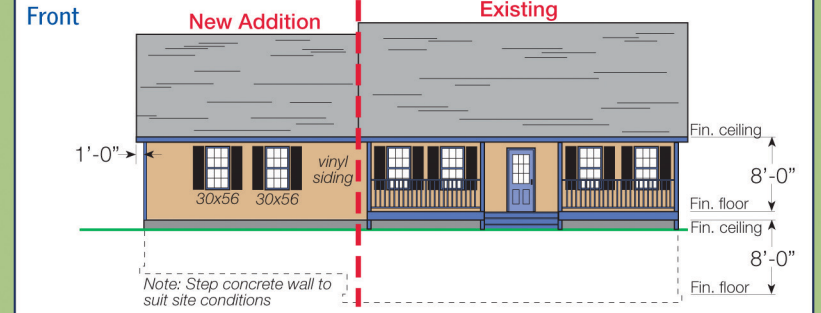
Back-flow prevention is required to be installed on building drains during renovations when the area being renovated is located below the level of the adjacent street and/or subject to surcharge, and when re-connection of existing sewers where the building or foundation drain is located below the level of the adjacent street and/or subject to surcharge.

Detailed Floor Plans

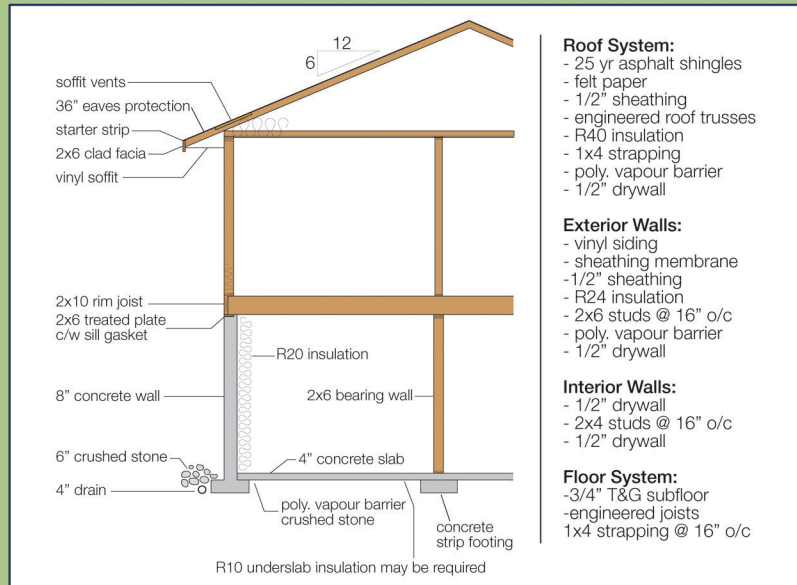
A fully dimensioned floor plan with construction detailing information is required for each floor of your dwelling.



Sample Elevation Drawings



Sample Cross Section



Frequently Asked Question

How long will it take to get a permit?

With a complete application, every effort is made to issue a building permit within 5 business days.

How much will a permit cost?

Please refer to *Municipal User Fees Policy*, at our website www.townofantigonish.ca/policies.html

Note: Depending on the complexity of your project, additional fees may be required (ie. engineering or testing fees).

Will other permits be required?

Yes. Other permits may be required depending on the scope of your renovation project...

- **Municipal Service Permit (MSP)** - required when there is a proposed change to the existing water and/or sewer lines servicing the building. It is also required to obtain a MSP when there is a proposed change to the driveway. This permit can be obtained by visiting the Engineering Department located on 2nd Floor - Town Hall.

- **Electrical Permit** - required that this permit be obtained through your licensed electrical contractor. Electrical permits can be obtained from the Town Electrical Utility located at 54 Hallowell Grant Rd.

Does my permit expire?

Yes. A building permit expires 1 year from the date of issuance. Also, if construction has not seriously commenced within 6 months of issuance, the permit may be revoked.

What work requires a permit?

- all structural repairs or structural alterations
- material alterations or material repairs exceeding \$5000
- additions (including decks, exterior stairs, sunrooms, etc.)
- replacement or installation of new plumbing fixture(s) that increases the hydraulic load of the drainage system or require alterations to an existing water distribution system or drainage system.
- the demolition of existing structure(s) or part there of
- porches, verandas

Where can I make an application for a permit?

Please contact the Planning & Building Services Department located on the 2nd floor of Town Hall to:

- Obtain application
- Submit completed application and fee

Note applications can also be obtained at www.townofantigonish.ca

E-mail: dhalfpenny@townofantigonish.ca

Phone: (902) 867-5575

How do I request an inspection?

Please contact the Planning & Building Services Department to request an inspection. Inspections should be requested 48 hours in advance.

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Phone: (902) 867-5575

THE TOWN OF
ANTIGONISH

Renos

