

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.

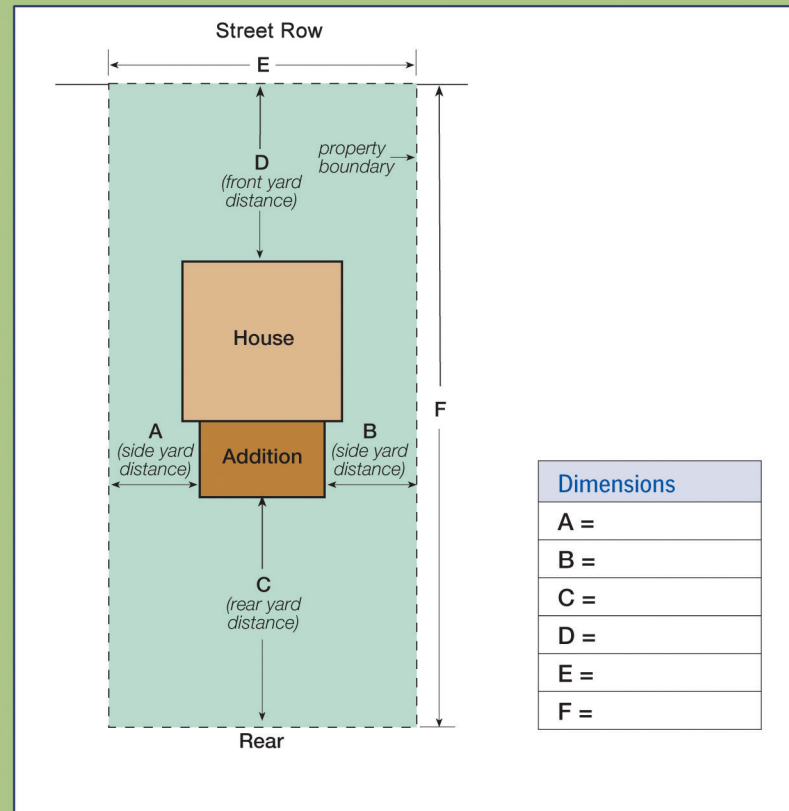
Application Requirements

- 1 copy of a surveyed site plan illustrating the proposed location of home on the property and buildings on adjacent properties, as well as any known easements and/or encroachments.
- 1 copy of complete building plans.
- 1 copy of the approved Municipal Services Permit (MSP)

*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.



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.

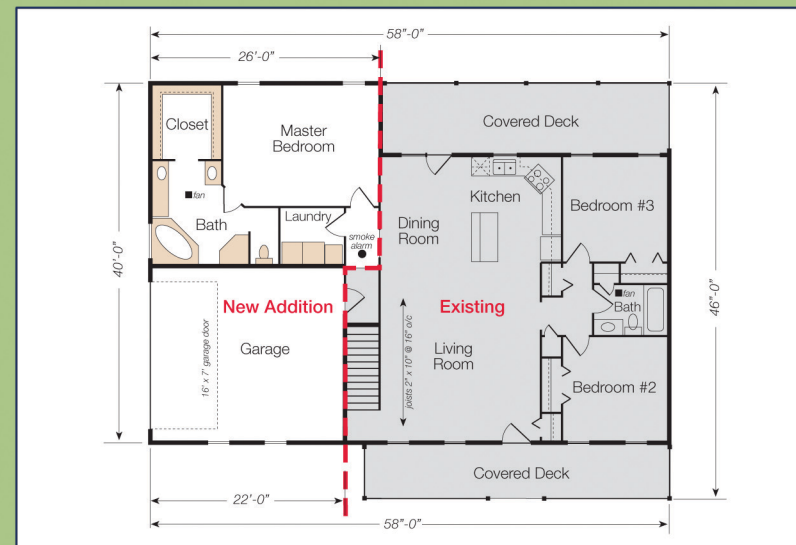
Required Inspections

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

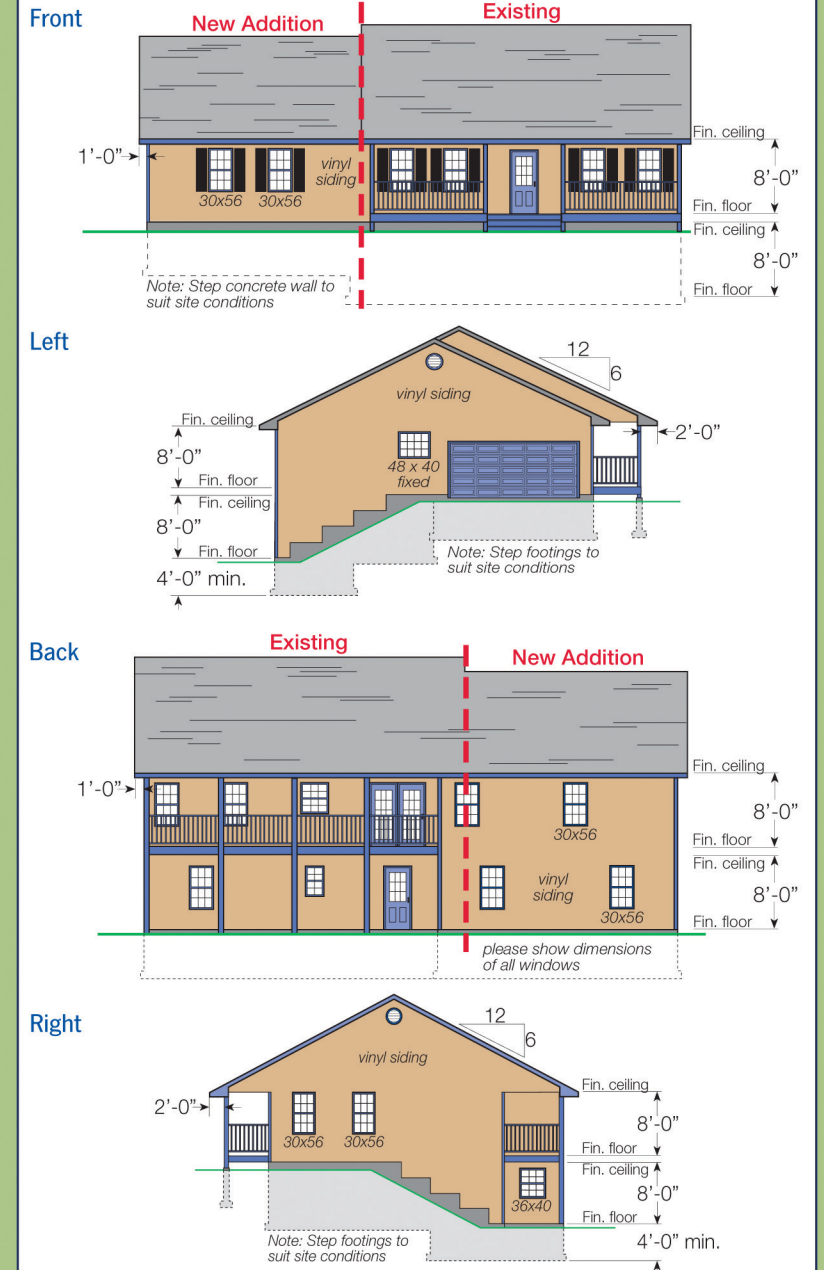
- Site/Footing
- Foundation (prior to backfill)
- Underground Plumbing
- Sub-floor Foundation Insulation
- Framing/Roof
- Plumbing/Mechanical
- Insulation/Vapour Barrier (pre-drywall)
- Final (prior to occupancy)

Detailed Floor Plans

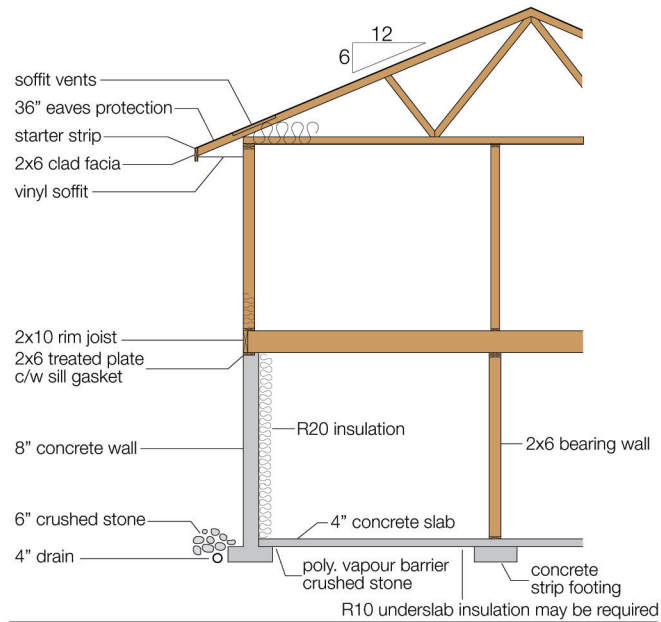
A fully dimensioned floor plan with construction detailing information is required for each floor of your dwelling.



Sample Elevation Drawings



Sample Cross Section



Roof System:

- 25 yr asphalt shingles
- felt paper
- 1/2" sheathing
- engineered roof trusses
- R40 insulation
- 1x4 strapping
- poly. vapour barrier
- 1/2" drywall

Exterior Walls:

- vinyl siding
- sheathing membrane
- 1/2" sheathing
- R24 insulation
- 2x6 studs @ 16" o/c
- poly. vapour barrier
- 1/2" drywall

Interior Walls:

- 1/2" drywall
- 2x4 studs @ 16" o/c
- 1/2" drywall

Floor System:

- 3/4" T&G subfloor
- engineered joists
- 1x4 strapping @ 16" o/c

- Indicate the location of the sub-floor depressurization stub (radon gas stub)
- New energy efficiency requirements must conform to 9.36. - NBC, NECB or an acceptable performance-based design.
- Wood foundations shall be designed by a Professional Architect or Professional Engineer, licensed to practice in NS.

Frequently Asked Questions

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.

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

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.

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, under Services

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.

E-mail: dhalfpenny@townofantigonish.ca
Phone: (902) 867-5575

