

INSPECTIONS DURING CONSTRUCTION

During construction of your project, periodic inspections will be made to ensure work proceeds in accordance with the permit issued and the National Building Code. You are responsible for notifying the Building Inspector at various stages of construction. In new construction, minimum required inspection stages are as follows:

- Before backfilling your foundation
- After framing and rough plumbing
- Before installing the interior wall cladding
- Before Occupancy

Keep in mind that the Building Code is only a minimum set of standards. The inspections of the Building Inspector are to ensure minimum standards are met and are not a substitute for the normal care required by the owner or contractor. You should work together with your contractor to ensure that you both have a clear understanding of what is to be done.

OCCUPANCY PERMIT

When you are ready to move in, call the Building Inspector for an occupancy permit to ensure that all work completed meets the code and no unsafe condition exists. There is no charge for this permit.

APPEAL

If a dispute should arise between you and the Building Inspector over a technical requirement of the National Building Code regulations, you or your contractor may make an application to the Nova Scotia Building Advisory Committee for a hearing and ruling in the matter. The National Building Code provides for minimum standard to protect you and your family.

CONTACTS

Glenn Stirling

Building & Fire Inspector
Civic Addressing Coordinator

Phone: (902)533-3705 Ext. 235

Cell: (902)870-4605

Email: gstirling@modg.ca

Deborah Torrey - Development Officer

Phone: (902)533-3705 Ext. 222

33 Pleasant Street, P.O. Box 79

Guysborough, NS B0H 1N0

Department of Environment

Phone: (902)863-7389

155 Main Street, Suite 205

Antigonish, NS

B2G 2B6

Department of Transportation

Phone: (902)863-3420

P.O. Box 1268

Antigonish, NS



MUNICIPALITY OF THE DISTRICT OF ST. MARY'S

P.O. Box 296, 8296 Highway 7,

Sherbrooke, NS B0J 3C0

Phone: (902) 522-2049

Fax: (902) 522-2309

BEFORE YOU BUILD



**NOVA SCOTIA
BUILDING
CODE ACT
AND
MUNICIPAL
REGULATIONS**

PROVINCIAL BUILDING CODE & MUNICIPAL BUILDING BY-LAW

The National Building Code of Canada 2005 was adopted in Sept. 2005 as the Provincial Building Code for all of Nova Scotia. The Building Code Act is a Provincial Act which establishes the requirements for Building Permits in Nova Scotia. The Municipal Building By-Law has specific requirements which are in effect for the Municipality of the District of St. Mary's. The following sections include requirements from the Building Code Act and the Municipal Building By-Law

WHEN BUILDING/DEVELOPMENT PERMITS ARE REQUIRED

A building/development permit is required for all types of construction within the Municipality of the District of St. Mary's as follows:

- New buildings and structures
- Additions to existing structures
- Non-structural repairs exceeding \$2500
- Mini/Mobile Homes
- Decks and Verandas
- Relocation of existing building
- Demolition of existing structure
- Wind Turbines/Towers

Exemption: New buildings containing less than 200 sq. ft. of floor space do not require a building permit but must conform to the National Building Code and Municipal By-Law; However a Development Permit will be required to ensure compliance with the Municipal Land Use By-Law.

Other permits or approvals may also be required from other agencies prior to the issuance of the Building/Development Permit. **All new building lots must be approved by the Nova Scotia Dept. of Environment for on-site sewer and the Nova Scotia Dept. of Transportation for driveway access unless services are already available on the lot.** All industrial, commercial and public building plans require approval of the plans by the Fire Marshall's Office prior to the issuance of a Building Permit.

HOW TO APPLY FOR A PERMIT

You can obtain an application for a Building/Development Permit at the Municipal Office in Sherbrooke or by calling 522-2049. You can also obtain application from the Department of Environment for an on-site sewer system as well as the Department of Transportation application for driveway access at the Municipal Office. With all construction projects, it is important to provide as much information as possible on your application form to avoid delays caused by incomplete information. Please make sure your applications indicates exactly where your property is (so we can find it) and where on the property your project is going to be placed (so that we are sure it meets municipal set back requirements). You will be asked to provide a site plan or plot plan. We also need to see building plans of your proposed structure. They do not have to be drawn by a professional however they have to show a floor plan and have enough details to ensure the plan complies with the Building Code. Plans prepared by architects or engineers are required for larger projects such as commercial and industrial buildings and residential buildings over three stories in heights.

OBTAINING APPROVAL

Your application is reviewed by the Building Inspector to ensure that your proposed project complies with the Building Code and by the Development Officer to ensure compliance with the Land Use By-Law

PERMIT FEES

The permit fees for the Municipality of the District of St. Mary's are as follows:

- Any residential buildings, community centers, & churches, excluding unfinished basements: \$20.00 (non-refundable) plus \$0.10 per sq. ft.
- Commercial Buildings: \$20.00 (non-refundable) plus \$0.14 per sq. ft.
- Sheds, shell warehouses, garages, barns & other farm buildings: \$20.00 (non-refundable) plus \$0.04 per sq. ft.
- Alterations/Repairs in excess of \$2500: \$20.00 (non-refundable) plus \$2.00 per \$1,000.000 value of alterations & repairs;
- Alterations & Repairs or all other projects with a non-defined floor space: \$20.00 (non-refundable) plus 2% of value;
- \$20.00 administrative fee for Demolition Permits;
- Renewal of Permits - \$20.00.

