

Information Required

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. Applications should indicate exact property location and where on the property the project is going to be placed (to ensure it meets municipal set back requirements).

- ✓ Property Location & Project Location
- ✓ Building Plans
- ✓ Infrastructure Plans (water, sewer, driveway)



Phone Number

902-522-2049



E-mail Address

council@saint-marys.ca



Our Location

8296 Highway 7, Sherbrooke, NS
B0J 3C0



Contact Information

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
Email: dtorrey@modg.ca

Public Water and Sewer

Municipal Office
(902) 522-2049
8296 Highway 7, Sherbrooke, NS
Email: council@saint-marys.ca

Septic Systems

Nova Scotia Department of
Environment and Climate Change
Phone: (902) 863-7389
Fax: (902) 863-7411
novascotia.ca/nse/wastewater/
on.site.sewage.disposal.asp

Public Street Access

Nova Scotia Department of
Public Works
Phone: (902) 863-3420



Municipality
of the
District of St. Mary's

Before You Build

MUNICIPAL OFFICE
P.O. Box 296, 8296 Highway 7,
Sherbrooke, NS B0J 3C0
Phone: (902) 522 -2049
Fax: (902) 522 -2309
www.saint-marys.ca



How to Apply

Building/Development Permit forms, Environment and Climate Change sewer system and Nova Scotia Public Works for driveway applications can be found:

- online at www.saint-marys.ca/building-planning-and-development.html
- Municipal Office

Every application for a Development Permit shall be accompanied by a plan drawn to scale and showing:

- The true dimensions of the lot to be used
- any easements or right-of-ways;
- watercourses, coastlines, and wetlands;
- the location of every building or structure already constructed or partly constructed on such lot;
- the proposed use, location, height, and dimensions of any proposed building or structure, including measurements of any zoning requirements (e.g. lot frontage, front/side/ rear yard setbacks, parking, lot coverage, etc.); and
- the proposed location and dimensions of parking areas, parking spaces, loading spaces, driveways, curbs, and landscaping.



Exemptions

Section 2.5 in the Land Use By-law states exemptions including:

- Construction that involves the interior renovation of a building that:
 - will not change the footprint of the building;
 - will not increase the volume or floor area of the building;
 - will not add more dwelling units or bedrooms to the building; and
 - will not involve a change in use of the building.
- A development that has a footprint of less than 9.2 m² (100 sqft).
- Temporary uses, buildings or structures, provided that a Development Permit for the main building or use has been issued, and provided that such temporary use is terminated and removed no more than 60 days after the completion of the construction of the main structure or use.
- Temporary buildings, structures or signs for special occasions, events and holidays, provided that such use of buildings, structure or sign remains in place no more than 30 consecutive days.

Exemptions continued

(e) The following or similar miscellaneous minor structures:

- Clothes Poles
- Flag Poles
- Garden Trellises
- Crop hoops and temporary greenhouses
- Fences
- Retaining Walls
- Children's Play Structures
- Doghouses
- Monuments
- Interpretive Displays
- Barrier Free Ramps
- Radio-communication Antennas
- Radio-communication Towers
- The keeping of fowl or rabbits**

**meeting the requirements of Section 4.29 of the Land Use By-law

<u>Permit</u>	<u>Fee</u>
Residential	\$20.00* + \$0.10 /sqft
Commercial	\$20.00* + \$0.14 /sqft
Accessory Buildings	\$20.00* + \$0.14 /sqft
Alterations & Repairs	\$20.00* + \$2.00/ \$1000 (excess of \$2500) value
Alterations & Repairs	\$20.00* + 2% of value (non-defined floor space)
Permit Renewal	\$20.00
Demolition	\$20.00
Subdivision	\$350.00

*Non-Refundable

Obtaining Approval

Applications are reviewed by the Building Inspector to ensure that the proposed project complies with the Building Code and by the Development Officer to ensure compliance with the Land Use By-Law.