



Town of Yarmouth Building / Development APPLICATION

Application Type:	✓
Development / Sign Permit	
Building Permit	
Demolition Permit	
Occupancy Permit	

Application Only – Please Print

LAND OWNER INFORMATION:

Owner Name: _____

Address: _____

Postal Code: _____ Res. Tel: _____ Bus. Tel: _____ Cell: _____

Email: _____

APPLICANT / LEASEHOLDER INFORMATION:

As above **OR** Applicant / Agent Name: _____ Authorization Attached

Address: _____ Postal Code: _____

Res. Tel: _____ Bus. Tel: _____ Cell: _____

Email: _____

When permit is ready:

MAIL CALL EMAIL

(Permit is mailed if not indicated or if not picked up 1 week after call)

JOB SITE CIVIC ADDRESS: _____

CONTRACTOR: Owner Applicant **OR** Contractor Name: _____

Address: _____ Postal Code: _____

Tel: _____ Cell: _____ Email: _____

LOT / STRUCTURE USE: *Please attach additional information as required to this Application (see reverse).*

Present Use of Land and Existing Structure(s): _____

Proposed Use of Land or New Construction(s): _____

Size of Structure/ Sign _____ Describe New Business Sign(s): _____

Number of Dwelling Units _____ Total Cost of Construction (s): \$ _____

Total Square Footage (Each Floor): _____

I hereby certify that I am the owner / duly authorized agent (authorization from owner attached) of the land on which this building / development is proposed and make application for Permit (s) as set out.

Date PRINT NAME Owner / Authorized Agent SIGNATURE Owner / Authorized Agent

I would like to be contacted by the area Chamber of Commerce Office, I give the Town Permission to share my contact information.

DEVELOPMENT PERMIT

Please use space below or attach a sketch

NEW SIGNS: Sketch the sign and the building with dimensions. Show where the sign will be attached to the building or where it will be placed on the ground in relation to property boundaries.

NEW CONSTRUCTION: Sketch the lot, showing its width and length. Show how the new construction is to be located on the lot, including distances from the lot line. Show existing buildings, driveways and parking areas. Show the height of the proposed construction.



APPLICATION FEES / AUTHORIZATION:

*No Application will be processed without all required information and fees paid. No work shall commence until permit(s) are issued. There is no charge for a Development Permit. **A plan review with the Building Official is required before a permit will be issued.***

**Minimum \$10 non- refundable fee as indicated below.*

*** Deposit of \$200 (only required with existing hook ups to Town Services) will be refunded after capping and required inspections by the Public Works Department.*

****Residential & Commercial fees are based on the square footage or dollar value whichever is the least expensive.*

Office Use Only		
Site Location : _____		
Permit Type	Calculation	Total Fee
Development Permit	Free	\$0
Residential Building Permit***	Total Value: x 10¢ per sq.ft. or 1% (\$10) per \$1,000	\$
Commercial Building Permit***	Total Value: x 20¢ per sq.ft. or 1% (\$10) per \$1,000	\$
Demolition Permit	\$200** + \$50 + \$10* Original Permit #:	\$
Occupancy Permit	\$25 + \$10* Original Permit #:	\$
TOTAL:		\$
<input type="checkbox"/> Sewer and/or Water Entry Approval: _____ Date: ___/___/___ <div style="text-align: center;">(Town Engineer) mm/ dd / yy</div>		
<input type="checkbox"/> Street Access Approval Required: _____ Date: ___/___/___ <div style="text-align: center;">(Town Engineer) mm/ dd / yy</div>		

TOWN OF YARMOUTH

400 Main Street, Yarmouth, NS, B5A 1G2 Website: www.townofyarmouth.ca

Main Tel: (902) 742-1505, Fax: (902) 749-1474

Building Official Cell: (902) 749-8808, Email: buildinginspector@townofyarmouth.ca

Development Officer Tel: (902) 742-1505, Email: development@townofyarmouth.ca