Frequently Asked Questions

**How long will it take to get a permit?**

Once all required information is received, every effort is made to issue a building permit within 10 business days.

**How much will a permit cost?**

The permit fee is based on the floor area for new residential construction. All floors at or above the mean finished grade surrounding the building is $0.30 a square foot. All floors below grade, but not below 5.5 ft of the mean finished grade surrounding the building are $0.25 a square foot. Basements are $0.10 a square foot. Attached and detached garages are $0.10 a square foot. A Development Fee of $50 will apply. An Engineering Review fee of $200 will be added to all non-engineering permits.

Plumbing permit fees vary throughout Halifax, but the average residential plumbing permit fee is $50.00. Depending on whether your residence will be serviced by the municipal sewer and/or water systems or a new driveway is to be installed, there are additional charges and deposits for sewer redevelopment, sewage treatment, solid waste, lot grading, site disturbance and Streets and Services Permit.

**Does my permit expire?**

Yes, a building permit is valid for 2 years from the date it is issued. Also, if construction has not commenced in the first 12 months, the permit may be cancelled.

**Where can I make an application for a permit?**

The following Municipal Customer Service Centres accept applications:

- 7071 Bayers Road, Suite 2005 (Bayers Road Centre) in Halifax
- 40 Alderney Drive, 1st floor (Alderney Gate) in Dartmouth

**How do I request an inspection?**

An inspection can be requested by calling the inspection line at 902.490.7097 before 8am.
All homes need to be built to meet minimum public health, fire and structural safety 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**

4 copies of a site plan illustrating proposed location on the property. A lot grading plan will be required for all urban and rural serviced lots. Also, you must know the name of the contractor for your streets and services permit.

4 copies of complete building plans.

If you are building on a lot that requires a septic system, you will be required include a copy of the notification receipt from the Nova Scotia Environment Department.

All applicable fees and deposits are required at time of 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.

**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**

Dimensions

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>