

# Type & Scope of Work

## Understanding Type of Work and Scope of Work

All permit applications require customers to select from a pull-down menu the most relevant type of work and scope of work. The type of work selected filters the available scope of work for most permits, and in some cases they auto-populate because there are no options.

For Solar permits only, Additional Work Scope(s) can be added if there are different types of solar installations for the same location.

### Things to Know:

- Work type and scope of work are not linked to building structure.
- Type of work is selected from, the drop-down menu.
- Scope of work to be selected from the drop-down menu.
- Work Types are permit-specific
- Scope of work is work-type specific
- All questions in the application are linked to business rules so it's important to select correctly
- If more than one work type or scope of work applies, choose the type that is the larger part of the project.

**APPLICATION INSTRUCTIONS**

- All measurements must be entered in metric.
- All areas should be entered in square metres. Square metres is a unit of area (length in metres multiplied by width in metres).

**APPLICATION**

Type of permit you are applying for: Solar Permit

\*Select the appropriate related building structure: Industrial

\* Select the type of work: Installation

\* Select the scope of work: Roof Mount - Evacuated Tube

Add items to describe what the work will include: **+ Additional Work Scope(s)**

\* To allow HRM a full understanding of your application, provide further description of the work to be done:

**Next**

Screen ID: 980441

# Type & Scope of Work

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# Type of Work

## Deck Permit

Deck Construction is required for construction of a new deck or replacement of an existing deck that is more than 0.6 meters (24 inches) above the ground.

There are two types of work available for deck: **residential** or **non-residential**.  
The scope of work is then further defined as:

Addition	Renovation	New
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**Note:** If you are doing more than one scope of work, apply for the deck permit using the scope for the larger portion.

For example, if you are repairing an existing deck and adding an addition, apply for the permit based on which deck scope is largest.

## Blasting Permit

A Blasting permit is required for the controlled detonation of explosives to alter existing topographical conditions, as per By-Law B600 respecting Blasting. A Blasting Permit shall not be issued to an applicant unless the application contains a contractor as a qualified blaster.

The type of work and scope of work will both auto populate as **Blasting** for this permit type.

Note: All blasting permits will have a commercial use designation.

## Demolition

A Demolition Permit is required for the removal of a structure from a site. Permits are required for Demolition projects such as Demolition of a house, accessory structure, and commercial or industrial buildings.

The type of work and scope of work will both auto populate as **Demolition** for this permit type.

# Type of Work

Development Only				
<p>A Development Only Permit is required to review plans and confirm that the applicable land use by-law requirements are met before any work takes place. A change of use may be required if a business changes over to a different business and the proposed use is different than the current land use approval.  <b>A Development Permit is not a building permit and a building permit must be obtained prior to construction</b></p>				
<p>There are two types of work available for Development Only permits based on the designation of the property: <b>Residential</b> or <b>Non-Residential</b>.</p>				
Non-Residential				
Addition	Renovation	New		
Residential				
Addition	Renovation	New	Home Occupation	Accessory structure
<p><b>Note:</b> If you are doing more than one scope of work, apply for the development permit using the scope for the larger portion.            For example, if you are renovating and adding an addition, apply for the development permit using the scope that is largest.</p>				

Fence	
<p>A Fence Construction permit is required when constructing a fence 1.98 meters or more (6.5 feet).</p> <p>A fence is a structure that encloses an area or creates a visual separation. A fenced enclosure is required when installing a swimming pool, however, construction of that fence is covered in the Swimming Pool Permit.</p> <p>In Bedford, a <b>Development Permit</b> (not a fence permit) is required for a fence of any height or type - Refer to the Bedford Land Use By-Law.</p>	
The type of work will auto populate as Fence Installation	
Height <= 1.98m (6.5ft)	Height > 1.98m (6.5ft)

# Type of Work

<b>Grade Alteration</b>				
Any alteration to the grade of land including filling, dumping, extracting, or moving soil must be performed in compliance with By-law L-400, and requires a General Permit for Grade Alteration. This bylaw was enacted to prevent drainage issues within the Municipality and to protect groundwater and the environment from contamination.				
There are two types of work available for Grade Alteration: <b>Associated to a Building</b> and <b>Not Associated to a Building</b> .				
For each type of work, the scope of work must be selected. The Type of work filters the option available for scope for work.				
<b>Not Associated to a Building</b>				
<b>Change of grade contour</b>	<b>Parking Lot Excavation</b>	<b>Parking Lot Regrading</b>	<b>Retaining Wall</b>	<b>Topsoil Removal</b>
any alteration to the grade of land through raising and/or lowering the levels of land.	any alteration to the grade of land through raising and/or lowering the levels of land in order to excavate for a parking lot	any alteration to the grade of land through raising and/or lowering the levels of land in order to regrade a parking lot.	required for a retaining wall over 1m in height for large-scale construction. A retaining wall is rigid wall that is structurally designed and constructed to support fill materials between areas of land of different elevations.	any alteration to the grade of land when hauling away soil
<b>Associated to a Building</b>				
<b>Addition</b>			<b>New</b>	
any alteration to the grade of land through raising and/or lowering the levels of land to build an addition on a structure.			any alteration to the grade of land through raising and/or lowering the levels of land in order to build a structure.	

# Type of Work

<b>Lot Grading</b>	
<p>Any modification to the grade of land including filling, dumping, extracting, or moving soil must be performed in compliance with By-law G-200. This by-law was enacted to prevent drainage issues within the Municipality and to protect groundwater and the environment from contamination. A General Permit for Lot Grading is required for the following types of work: New or Addition to Residential or Commercial Building, New Commercial Accessory Structure, Swimming Pool Installations, Retaining Walls, Change of Grade Contour, Topsoil Removal, Parking Lot Excavation or Regrading.</p>	
<b>Not Associated to a Building</b>	
<b>Swimming Pool</b>	<b>Retaining Wall</b>
<p>Required if lot grading is necessary to level the land to <b>install the swimming pool</b>. Lot grading includes shaping and grading the land to direct surface runoff away from buildings and towards a Municipal right-of-way (lane or street).</p>	<p>Required for <b>construction of a retaining wall over 1m in height</b> on a residential serviced lot. Lot grading includes shaping and grading the land to direct surface runoff away from buildings and towards a Municipal right-of-way (lane or street).</p>
<b>Associated to a Building</b>	
<b>New</b>	<b>Addition</b>
<p>Required if lot grading is necessary to level the land to build a <b>New structure</b>. Lot grading includes shaping and grading the land to direct surface runoff away from buildings and towards a Municipal right-of-way (lane or street). This permit is for a residential accessory structure; common examples include: detached garages, garden sheds, gazebos, carports, playhouses, and greenhouses.</p>	<p>Required if lot grading is necessary to level the land to <b>build an Addition</b> to an existing structure. Lot grading includes shaping and grading the land to direct surface runoff away from buildings and towards a Municipal right-of-way (lane or street). This permit is for a residential accessory structure; common examples include: detached garages, garden sheds, gazebos, carports, playhouses, and greenhouses.</p>

# Type of Work

## Mobile Home

A General Permit for a Mobile Home is required for the installation of a mobile home that resides on a plot of land, among a group of mobile homes (a mobile home park), that is rented or leased to the mobile home resident.

A General Permit for a Mobile Home Installed on a Private Lot is required for the installation of a mobile home that will reside on a private lot, that is not part of a formalized mobile home park.

The type of work for this permit will auto populate as **Mobile Home Installation**.

Select the Scope of work that describes where the mobile home will be installed.

In a Land Lease Community	On a Private Lot
Required for the installation of a mobile home that resides on a plot of land, among a group of mobile homes (a mobile home park), that is rented or leased to the mobile home resident	Required for the installation of a mobile home that will reside on a private lot, that is not part of a formalized mobile home park.

Note: All Mobile Home permits will have a Mobile home as the Associated Building Structure.

# Type of Work

<b>Development – Right of Way</b>	
<p>A ROW-D permit is a related permit required <b>when work in the right of way occurs as a result of development work</b> (new building, renovation, landscaping etc.). This includes for example: driveway access; street closure; temporary work; utility work; and sign installation. These permits are overseen by Planning and Development, development engineering</p>	
<p>There are 4 <b>types of work</b> available for D-ROW permits:</p>	
<b>Driveway Access</b>	<b>Street Closure</b>
<p>Required for work that takes place in the public right of way related to a building permit or development work (new building, renovation, landscaping etc.), should a homeowner or designate wish to build a driveway connecting an area of land between the street up to and through a legal property line.</p> <p>Includes: CULVERT (Driveway) CURB/ SIDEWALK CUT</p> <p><b>Scope of work Auto- Populates as Driveway</b></p>	<p>Required for work that takes place in the public right of way related to a building permit or development work (new building, renovation, landscaping etc.), should a homeowner or designate need to close a street, either fully or partially, to conduct construction and/or to do repair work.</p> <p>Includes: TEMPORARY CLOSURE CRANE PARTIAL CLOSURE - CRANE PARTIAL CLOSURE - MOVIE TEMPORARY CLOSURE - MOVIE PARTIAL CLOSURE - GENERAL TEMPORARY CLOSURE – GENERAL</p> <p><b>Scope of work Auto- Populates as Street Closure</b></p>



# Type of Work

Development – Right of Way (CONTINUED....)						
Temporary Work				Utility Work Type		
<p>Required for work that takes place in a public right of way related to a building permit or development work (new building, renovation, landscaping etc.), should a homeowner or designate wish to temporarily use the road Right of Way during construction. Examples of equipment or materials that might occupy the public right of way include things such as scaffolding, mobile cranes, swinging booms, concrete mixers, disposal bins in the roadway, storage trailers, or construction site fencing.</p> <p>Includes:            MONITOR WELLS &amp; BORE HOLES OVERHEAD BANNER            TEMPORARY WORKPLACE ON ROW REFUSE CONTAINER            NEW ENCROACHMENT</p>				<p>Required for utility work that takes place in the public right of way related to a building permit or development work (new building, renovation, landscaping etc.), prior to the installation of any new utility infrastructure or modifying existing utility infrastructure within the road Right of Way (ROW), within any Municipally owned easement (Utility Right of Way) or within any Municipally owned property.</p> <p>Includes:            MONITOR WELLS &amp; BORE HOLES OVERHEAD            BANNER TEMPORARY WORKPLACE ON ROW            REFUSE CONTAINER NEW ENCROACHMENT</p>		
Crane	Encroachment Only	Excavation & Encroachment	Excavation Only	Pole & Anchor Underground	Underground / Buried Laterals	Underground / Buried Mains
				Includes: UTILITY POLE SUPPORT ANCHOR(S) OVERHEAD POWER LINES OVERHEAD TELECOM LINES REPLACE UTILITY POLE	Includes: BURIED ELECTRICAL - LATERAL BURIED TELECOM - LATERAL CULVERT (Cross) LATERAL CONNECTION - MAIN RENEW LATERAL CONNECTIONMAIN SEWER CAP-OFF NATURAL GAS LATERAL WATER LATERAL CAP WATER LATERAL - MAIN TO PROP WATER LATERAL RENEWAL	Includes: BURIED ELECTRICAL - MAIN BURIED TELECOM - MAIN EXTENSION TO SEWER MAIN SEWER MAIN REPAIR NATURAL GAS MAIN NEW WATERMAIN WATERMAIN RELINING WATERMAIN RENEWAL

# Type of Work

<b>Right of Way</b>				
ROW permits are required for work in the right of way. This work is <b>not related to any development projects</b> and is overseen by Transportation and Public Works (TPW), right of way services.				
For Right of way permits the <b>Type of Work</b> is selected from the pull-down menu. The <b>Scope of Work</b> will auto-populate to match.				
<b>Special Move</b>	<b>Capital Project</b>	<b>Driveway Access</b>	<b>Annual Work license</b>	
Required for any commercial work, such as moving activities that takes place in the public right of way. This ensures minimal disruption of the movement of people and goods, and protection of the physical asset.	Work done by or on behalf of HRM as part of the capital project portfolio.	Required for any commercial construction work that takes place in the public right of way, should a contractor or applicant wish to build a driveway access connecting an area of land between the street up to and through the legal property line.	Required for any commercial construction work that takes place in the public right of way, either fully or partially, to conduct emergency or routine repair work.	
			<b>Emergency</b>	<b>Routine Work</b>
<b>Street Closure</b>	<b>Temporary work</b>	<b>Utility Work</b>		
Required for any commercial related construction work that takes place in the public right of way, that requires closing the street, either fully or partially.	Required to temporarily occupy a street before starting a commercial demolition, renovation and/or construction project if you are planning to occupy any portion of the public right of way. Examples include: scaffolding, mobile cranes, swinging booms, concrete mixers, disposal bins in the roadway, storage trailers, or construction site fencing.	Required for commercial utility owners, prior to the installation of any new utility infrastructure or modifying existing utility infrastructure within the road Right of Way (ROW), within any Municipally owned easement (Utility Right of Way) or within any Municipally owned property.		
		<b>Underground / Buried Mains</b>	<b>Underground / Buried Laterals</b>	<b>Pole &amp; Anchor</b>

# Type of Work

<b>Sign Permit</b>				
Businesses installing on-site permanent signage are required to first obtain a General Permit for a Sign. Permanent signs can include projecting signs, fascia signs, window signs, and canopy and awning signs. Additional approvals may be required for registered heritage buildings and for signs that project into the street.				
<b>Work type is determined based on the type of sign installation.</b>				
<b>Billboard</b>	<b>Ground</b>	<b>Roof</b>	<b>Fascia</b>	<b>Projection</b>
Required for anyone who wants to erect a sign advertising a business, use, products or services not located on the same lot as the sign is located.	Required for on-site permanent ground signs that are affixed to the ground by a self-supporting structure and has a permanent foundation below grade or above grade.	Required for a sign entirely supported by the roof structure. This does not include the sign erected on a parapet or a mansard roof as those are covered under a Fascia Sign Installation permit.	Required for a sign attached to and parallel to a wall of a building. This also includes signs located on a parapet, mansard roof and painted signs.	Required for a sign attached to a building wall and projecting horizontally from a building at a right angle. Additional approvals may be required for registered heritage buildings and for signs that project into the street.
Each Sign Work Type must be further defined by Scope (type of sign)				
<b>Illuminated</b>		<b>Non-Illuminated</b>		<b>Variable Message</b>

<b>Solar Permit</b>		
Solar Panel Installation is required when property owners want to install solar collectors on their home or on private property. Permits and inspections will help to ensure that the required minimum plumbing and structural standards are met.		
For solar panels the <b>type of work is always a new installation</b> . It is more important to select the appropriate <b>work scope</b> from the pulldown menu. The Work Scope is related to type of solar collector:		
<b>Evacuated Tube</b>	<b>Glazed flat panel</b>	<b>Photovoltaic</b>
<b>Note:</b> multiple solar permit types can be applied for on the same permit. For example, it is acceptable to apply for Wall Mount glazed flat panel and ground mount evacuated tube in the same application.		

# Type of Work

<b>Swimming Pool</b>
Required for an inground or above ground swimming pool when these three conditions apply: - Pools have a surface area of more than 9.3 square meters (100 square feet) - Designed or intended to be used for swimming purposes - Contains or is capable of containing a water depth of more than 0.6 meters (24 inches) A fenced enclosure is required when installing a swimming pool. The construction of that fence is covered in this Swimming Pool Permit. A fence for a swimming pool must be at least 1.5 meters (5 feet) in height.
The type of work for swimming pool permits is always <b>Installation</b>
There are two Scope of work options: <b>Above Ground</b> or <b>In Ground</b> .

<b>Water</b>				
The Water Permit is considered Halifax Water's Permit because the primary responsibility for permit approval and completion rests with the HW Engineering Approvals staff. A Water Permit is required when installing, altering or relocating sewer and water equipment such as: Sewer Lines, Water Lines, Storm or sanitary sewers, or Water Connections.				
There are 3 options for <b>Type of Work</b> for Water Permits				
<b>Residential</b>	<b>Non-Residential</b>		<b>Mixed use residential &amp; other</b>	
<b>Non-residential</b> and <b>Mixed-use</b> work types have only one option for scope of work: <b>Commercial Service Connections</b>				
<b>For Residential permits</b> , the scope of work must be selected from the following options:				
<b>Shared Service Connections</b>	<b>Individual Service Connections</b>	<b>Conversion Single Unit to Multiple Units - Secondary Suite</b>	<b>Conversion Single Unit to Multiple Units - Backyard Suite</b>	<b>Conversion Multiple Units to Multiple Units</b>