

**HALIFAX**  
REGIONAL MUNICIPALITY

# RENOS

*Additions & Renovations*



All homes need to be built to minimum public health, fire, 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

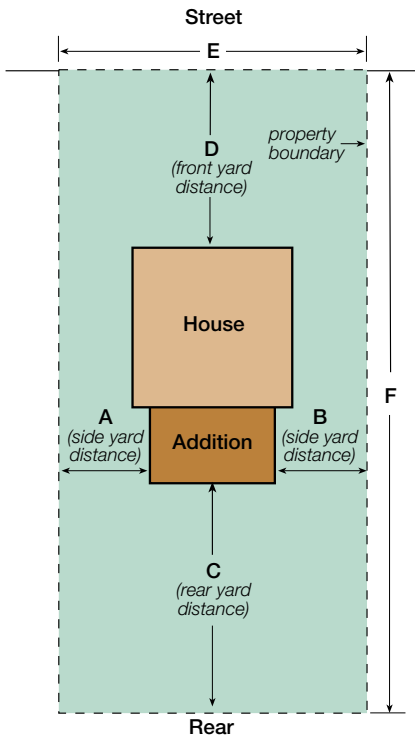
3 copies of a site plan illustrating proposed location on the property.\*

\*If you are on a serviced lot with municipal water and sewer, a lot grading plan is required. Also, you should know the name of the contractor for your streets and services permit.

3 copies of complete building plans.

### 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.



Dimensions
A =
B =
C =
D =
E =
F =

# 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.

If you are building on a lot that requires a septic system, you will be required to bring a copy of the approved permit from the Nova Scotia Environment Department.

All applicable fees and deposits are required at time of application.

## Required Inspections

There are inspections that will occur during the construction process.

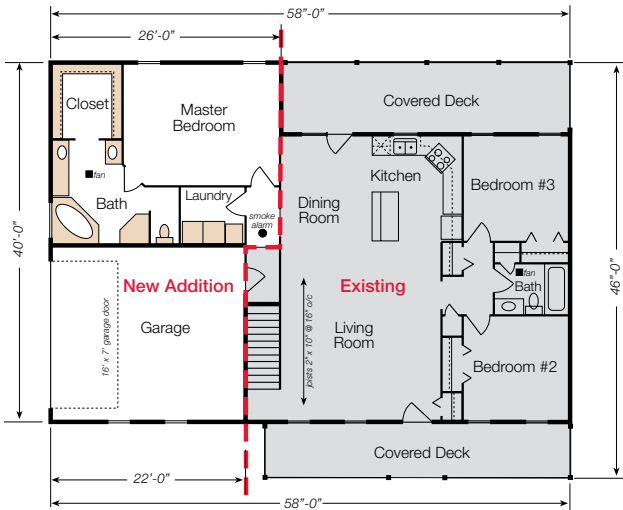
**Footing inspection** - conducted when the footings are placed and the forms have been removed.

**Prior to backfill** – conducted after foundation is installed and damproofed with draitile in place and with 6" of stone. A surveyor's location certificate will be required to be submitted before an inspection can be done.

**Underground plumbing** – conducted to review plumbing under the concrete slab and any exterior storm or sewer services.

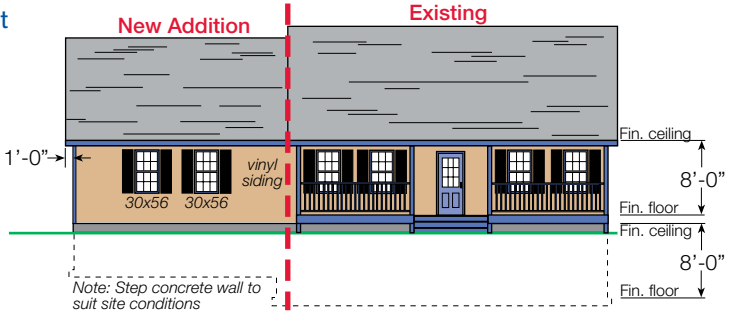
## Detailed Floor Plans

A fully dimensioned floor plan with construction detailing information is required for each floor of your dwelling.

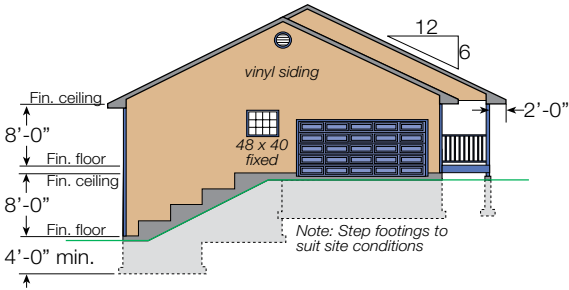


# Sample Elevation Drawings

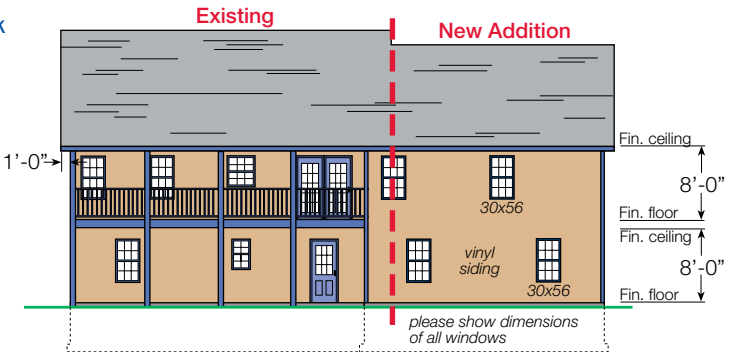
Front



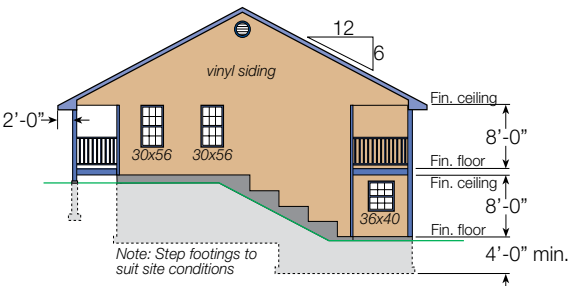
Left



Back



Right



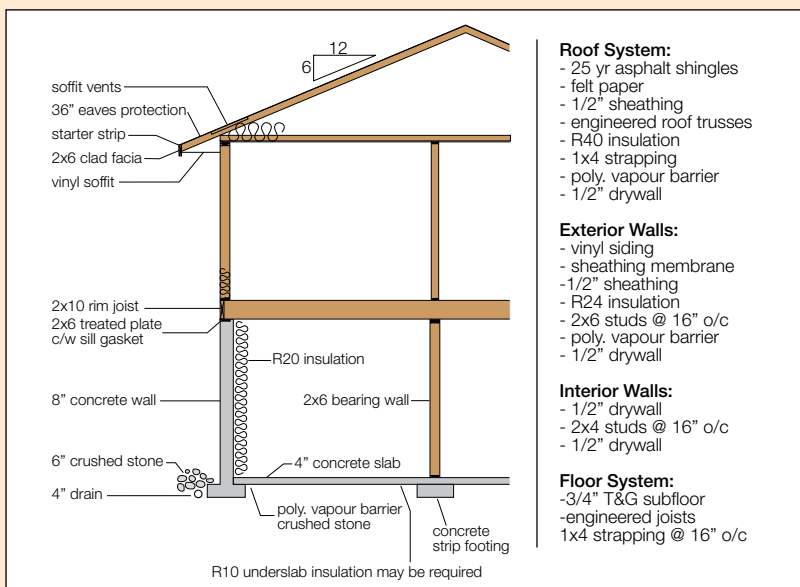
**Rough-in plumbing** – conducted when plumbing has been installed, but before insulation is placed in the walls. This is often done at the same time as the framing inspection.

**Framing inspection** – conducted when all of the mechanical, plumbing, and electrical is installed. The building must be weather tight.

**Prior to drywall** – conducted when all insulation and vapour barrier is completed.

**Final building inspection** – this will include an inspection on the structure and the plumbing system. Required plumbing fixtures are to be installed and the building must be supplied with hot water and a heating system. A house should not be occupied prior to the issuance of an Occupancy Permit to ensure all health and life safety issues have been addressed.

## Sample Cross Section



## Frequently Asked Question

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

With a complete application, every effort is made to issue a building permit within 5 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 average 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.

Plumbing permit fee is \$25.00.

For renovation type work, including structural alterations and repairs, the permit fee is \$5.50 per \$1000.00 of the estimated value of construction when complete. There is a permit fee of \$25.00.

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, Streets and Services Permit and Development Permit fees.

Depending on the complexity of your project, additional fees may be required. Please consult our fees schedule at [www.halifax.ca](http://www.halifax.ca).

### *Does my permit expire?*

Yes. A building permit expires 2 years from the date of issuance. Also, if construction has not commenced within the first 12 months, the permit may be cancelled.

### *What work requires a permit?*

- all structural repairs or alterations
- all interior and exterior renovations with a value in excess of \$5000
- additions (including decks, exterior stairs, sunrooms)
- any change to a plumbing system
- the demolition of existing structures

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

The following HRM Customer Service Centres accept applications. They are located at:

- 636 Sackville Drive (Acadia Centre) in Sackville, 869-4380
- 7071 Bayers Road, Suite 2005 (Bayers Road Centre) in Halifax, 490-5650
- 40 Alderney Drive (Alderney Gate) in Dartmouth, 490-4490

### *How do I request an inspection?*

An inspection can be requested by calling the inspection line for your region before 8:00 am.

- Western Region (Halifax) 490-7097
- Central Region (Sackville) 869-0062
- Eastern Region (Dartmouth) 490-4553