

Commercial Permit Process

Checklist to a Successful Construction Project

Do I need a permit?

Are you renovating, or constructing a building, erecting a sign, changing the use of your building, or building an accessory building?

Yes

No

What type of permit do I need?

Development
Where structures are placed on a lot in relation to a property boundary, line and other structures on the lot

Demolition
Removal of any building or major structure

Building
How structures are build

Occupancy
Before a building can be occupied

Sign
Before a sign may be erected

Who should I talk to?

Development Officer
Reviews *Development permit* applications to ensure the construction complies with the Land Use By-Law

Building Official
Reviews *Building, Demolition, and Occupancy Permit* applications to ensure the construction complies with the National Building Codes

Where can I find an application?

Review the application form for required information. Most applications require a site plan, floor plan, present use, proposed use, # of dwelling units, square footage, and total construction cost.

Online
<http://townofyarmouth.ca/>

Town Hall
3rd Floor Planning and Development

How long will this take?

Depending on the scope of your project the application review process may be require more or less time

How much will this cost?

Sign and Development applications are free.

Permit Application Process

