Residential Permit Process

☑ Checklist to a Successful Construction Project

Do I need a permit?
Are you renovating, or constructing a house, building, deck or porch, putting up a barn, garage or shed or changing the number of dwellings on your property, changing the use or erecting signage?

What type of permit do I need?

Who should I talk to?

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.

How long will this take? How much will this cost?

Permit Application Process

Submit Application

Development Permit is required

Provide a site plan

The Development Officer will review and establish if all required information is provided within fourteen days. The Development officer will contact you (in writing) to let you know what is needed to complete the application.

The Development Officer provides response 30 days from obtaining all required information

Refuse

Appeal Decision
Should you wish, you have 14 days to appeal this decision to the Utility and Review Board

Approve

Application moves to the Building Official

Development Permit is not required

Building Permit
3-5 Days
Total Value x $.10 per ft.²
OR 1% per $1000

Occupancy Permit
1-2 Days
$35

Demolition Permit
1-2 Days
$60

The Building Official will review and issue permit

Arrange for inspections with Building Official

Final Inspection
enjoy your new construction project

Contact planningadmin@townofyarmouth.ca for more information