



TOWN OF YARMOUTH  
400 MAIN STREET  
YARMOUTH NS B5A 1G2

## **COMBINED DEVELOPMENT & BUILDING PERMIT APPLICATION FORM**

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### **HOUSING DESIGN CATALOGUE STREAM**

#### **Supporting Gentle Density**

The Town of Yarmouth is doing its part in adding more homes to our neighbourhoods is a key part of addressing Canada's housing crisis. The Housing Design Catalogue developed and introduced by the Canada Mortgage and Housing Corporation makes this easier by providing plans that are focused on infill development and gentle density.

#### **Regional Designs for Local Needs**

The Housing Design Catalogue offers free, standardized designs. It includes accessory dwelling units, townhouses, rowhouses and multiplexes to help Canadians build more homes, faster.

The designs prioritize energy efficiency, accessibility and livability. They have been developed by local architects and engineers to comply with regional building codes.

#### **Planning & Development Department**

Phone: 902-742-1505 | Email: [development@townofyarmouth.ca](mailto:development@townofyarmouth.ca)

Address: 400 Main Street, Yarmouth, NS B5A1G2

**This application form is for projects using CMHC Housing Design Catalogue designs.**  
Eligible projects will receive **priority review** once a **complete application** is submitted.

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### **A. Project Information**

**Project Address:** \_\_\_\_\_

**PID(s):** \_\_\_\_\_

**Zoning (per LUB):** \_\_\_\_\_

☐ Confirmed via Interactive Zoning Map

☐ Confirmed with Planning Staff

**Type of Housing Catalogue Design Selected:**

☐ Accessory Dwelling Unit

☐ Fourplex

☐ Sixplex

☐ Stacked Townhouse

☐ Other (specify): \_\_\_\_\_

**Housing Design Catalogue Name/ID:** \_\_\_\_\_

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### **B. Applicant & Owner Information**

**Property Owner**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Applicant / Authorized Agent (if different)**

Name: \_\_\_\_\_

Company (if applicable): \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

☐ Letter of Authorization Attached (required if applicant ≠ owner)

### C. Qualified Professionals / Contractor

Designer / Architect / Engineer (as applicable):

Name / Firm: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor / Builder:

Name / Firm: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

NS Builder Licence # (if applicable): \_\_\_\_\_

### D. Project Description

**Brief Project Summary** (e.g., “Fourplex using Catalogue Design Fourplex 01, minor cladding modifications”):

**Total Number of Units:** \_\_\_\_\_

**Total Floor Area in m<sup>2</sup> (if different than Catalogue):** \_\_\_\_\_

**Number of Storeys (if different than Catalogue):** \_\_\_\_\_

### E. Required Submissions (Catalogue Stream Checklist)

All items are required for a **complete** application. Missing information will delay priority review.

#### 1. Architectural Package (finalized for this site)

☐ Floor plans

☐ Building elevations

☐ Building sections

- ☐ Construction details
- ☐ Energy compliance documentation (as applicable)
- ☐ Confirmation that catalogue drawings have been adapted to site conditions. If YES, explain how (add a separate page if required):

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## **2. Site Plan (must show):**

- ☐ Property lines & dimensions
- ☐ Proposed building footprint (with setbacks)
- ☐ Driveway/access location
- ☐ Parking locations (if required)
- ☐ Grades/drainage direction (if applicable)
- ☐ Encroachments / easements / rights-of-way (if applicable)

## **3. Servicing Information**

- ☐ Location of municipal connection points
- ☐ Confirmation of existing vs. proposed laterals
- ☐ Sewer lateral size & location
- ☐ Water lateral size & location

## **4. Additional Required Documents**

- ☐ Stormwater / drainage plan (if requested by Planning or Engineering)
- ☐ Driveway permit (if required)
- ☐ Letter of Authorization (if applicant is not the owner)

## F. Construction Details (Building Permit Requirements)

### Construction Type:

- ☐ Wood Frame
- ☐ Engineered Products
- ☐ Other:

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### Foundation Type:

- ☐ Slab-on-grade
- ☐ Insulated concrete form (ICF)
- ☐ Poured concrete
- ☐ Other:

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Heating System: \_\_\_\_\_

Plumbing Contractor (if known): \_\_\_\_\_

Electrical Contractor (if known): \_\_\_\_\_

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## G. Estimated Construction Value

Estimated Total Construction Cost (\$): \_\_\_\_\_

## H. Applicant Declaration

I/We hereby make application for a **combined Development Permit and Building Permit** under the Town of Yarmouth Land Use By-law, and the Nova Scotia Building Code Regulations.

I/We certify that:

1. The information provided is true and complete to the best of my/our knowledge.
2. The selected CMHC Housing Design Catalogue drawings have been adapted to the actual site conditions.
3. No construction will begin until permits are issued.
4. All inspections will be requested at the required stages.
5. Any changes from the approved plans will be submitted for review prior to implementation.

**Applicant (or Owner) Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## I. Office Use Only (Town of Yarmouth)

<b>Date Received:</b>	_____	<b>Servicing Review:</b>	
<b>Application #:</b>	_____	<input type="checkbox"/> Water	
<input type="checkbox"/> Complete Application Confirmed		<input type="checkbox"/> Sewer	
<input type="checkbox"/> Incomplete – Returned to Applicant		<input type="checkbox"/> Access	
<b>Assigned Development Officer:</b>	_____		
<b>Assigned Engineer:</b>	_____		
<b>Assigned Building Official:</b>	_____		