

A checklist to help you:

- Complete application for Building Permit
- Complete application for building sewer, if applicable
- Copy of site plan (shows where the building will be located on the lot)
- Copy of building plan (shows details of the building being built)
- Environmental approval, if applicable
- Have electrician and plumber apply for their permits
- Pay Building Permit fee to Town

Other Departments and Jurisdictions:

GNB Plumbing and Electrical Permits
1.888.659.3222

Department of Health (well/sewer)
506.325.4408

Building Permit Fee Schedule:

Work in an amount of \$0-\$5,000 = \$25
 Work in an amount of \$5,001-\$15,000 = \$50
 Work in an amount over \$15,001 = \$50 plus \$3 per \$1,000 of materials & labour or part thereof

Demolition Permit Fee: \$25

Electrical Waiver Fee: \$25

Building Permit Application

A person requesting a building permit must fill out an application and submit it along with duplicates of necessary information to the Building Inspector.

If the work corresponds to the regulations and all relevant acts, the Building Inspector will issue the Building Permit.

Inspections will be explained when the permit is issued.

Building permits are contingent, but not limited to the following conditions:

- Building must begin within six months from the date of issue.
- The work referenced in the Building Permit shall not be abandoned or suspended in excess of one year.
- Any exterior surface intended to be covered does not remain uncovered in excess of six months.

The work referenced in the Building Permit MUST be completed unless previously approved by the Building Inspector, in adherence with the description outlined in the application of the Building Permit.

For further information, please contact:

Town of Florenceville-Bristol
 19 Station Road
 Florenceville-Bristol, NB E7L 3J8
 Tel: 506.392.6013 | 506.392.5211

By-laws and applications are available on our website or by visiting the Town office. This pamphlet is for informational purposes only. By-law No. 14 and the most current version of the Building Code of Canada should be referenced for all matters of official interpretation.



"French Fry Capital of the World"®

ANSWERS
 YOUR QUESTIONS ABOUT
BUILDING
PERMITS



Q: What is a Building Permit?

A: A Building Permit is a license, which grants legal permission to start construction of a building project.

Q: Why is a Building Permit necessary?

A: Building Permits ensure that planned construction within the municipality meets the standards set out in the National Building Code of Canada and applicable Town of Florenceville-Bristol By-laws. The Permit and related review process provide for the following:

- Ensures the structure and related land use is appropriately located in relation to lot lines and neighbouring land use
- Allows a check to see if the structure can safely and efficiently be accessed by roads and utilities as may be required or preferred, and provides for coordination of these connections and installations
- Helps ensure that the structure is safe for the owner, and visitors by enforcement of minimum standards and appropriate materials

The Building Permit process also assists the developer/builder by ensuring the project is reasonably planned and coordinated before construction begins.

Q: When is a Building Permit required?

A: A Building Permit is required for the construction of any new buildings, renovation or demolition of existing buildings, for extensive electrical work, to build a deck, to erect a fence or to install a pool.

A Building Permit is required for all structural work including:

- The construction of any new buildings
- Renovations or additions to an existing building
- Demolition or removal of a portion of an existing building
- Relocation of an existing building
- Changes to the use of a building
- Installation, changes or removal of load-bearing walls
- Creation of new window or door openings in an existing building
- Changes to the size of windows or doors in an existing building
- Construction of a garage
- Building a deck or balcony
- Excavation of a basement
- Construction of a foundation
- Installation of or modification to a fireplace
- Construction or reconstruction of a chimney
- Installation of a pool or any device capable of holding 24" of water or more
- Erecting a fence

Q: When is a Building Permit exempt?

A: Some projects may be exempt from permits. A Building Permit is NOT required to:

- Replace existing doors or windows with the same size doors or windows
- Install or replace vinyl siding (all other types of siding require a Building Permit)
- Re-shingle a roof or install steel roofing when there is no structural work required
- Install eaves trough (drainage must be contained to your property)
- Replace or increase insulation
- Damp-proof the interior of a basement
- Paint or redecorate
- Install cabinets where the plumbing and electrical are not being altered
- Replace or install drywall or plaster
- Replace existing decking surface or any non-structural components of a deck

If you have any questions as to whether you require a Building Permit, please contact the Town Office at 392-6013.

Q: Are inspections required during construction?

A: You are legally responsible for notifying the building inspector at the stages outlined on your Building Permit, so that any problems can be corrected before they become costly.