



**BUILDING PERMIT APPLICATION FORM**

Town of Lunenburg  
 Planning & Development Services  
 119 Cumberland St., Lunenburg, NS B0J 2C0  
 TEL (902) 634-4410 FAX (902) 634-4416

**PROPERTY INFORMATION**

Location: \_\_\_\_\_  
 (Civic Number, Street Name)

Property ID: \_\_\_\_\_

Zone: \_\_\_\_ HCD: \_\_\_\_ ArchCntrl: \_\_\_\_ MunDesHer: \_\_\_\_

**Check all that Apply:**

- Building Permit
- New Construction
- Addition
- Renovation
- Change of Use ( \_\_\_\_\_ to \_\_\_\_\_ )
- Deck
- Demolition

**OWNER INFORMATION (REQUIRED)**

Owner: \_\_\_\_\_

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

City/Postal Code: \_\_\_\_\_ / \_\_\_\_\_

Telephone: \_\_\_\_\_

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

**APPLICANT / COMPANY (IF NOT PROPERTY OWNER)**

\_\_\_\_\_

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

City/Postal Code: \_\_\_\_\_ / \_\_\_\_\_

Telephone: \_\_\_\_\_

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

**LOT / STRUCTURE USE**

Present Use of Land and an Existing Structure(s):

\_\_\_\_\_

Describe the New Construction or New Use:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ADDITIONAL INFORMATION**

Size: Length \_\_\_\_\_ X Width \_\_\_\_\_ X Height \_\_\_\_\_  
 Total Square Footage \_\_\_\_\_ Stories \_\_\_\_\_

Building Permit Applications must be accompanied by **STRUCTURAL DETAILS** and a **LOCATION PLAN** before they will be reviewed by a Building Official.

- Location Plan
- Structural Details
- Building Plans

Other documents may be required based on the type of project, such as engineering or detailed drawings.

Other \_\_\_\_\_

Other \_\_\_\_\_

**APPLICATION FEES**

BUILDING PERMIT:

Construction Value (materials and labour) \$ \_\_\_\_\_ X 0.002 = \$ \_\_\_\_\_ + \$52.30 = Total Permit fee \$ \_\_\_\_\_

BUILDING PERMIT (DECK AND STAIRS ONLY):

Construction Value (materials and labour) \$ \_\_\_\_\_ X 0.002 = \$ \_\_\_\_\_ + \$26.15 = Total Permit fee \$ \_\_\_\_\_

TEMPORARY BUILDING PERMIT: \$39.30

BUILDING PERMIT RENEWAL: \$13.20

DEMOLITION PERMIT: \$26.15

**TOTAL FEE:** \_\_\_\_\_ **RECEIPT NO:** \_\_\_\_\_

**APPLICATION AUTHORIZATION**

I hereby certify:

1. That I am the owner/duly authorized agent of the land on which this building /development is proposed;
2. That the statements herein contained are true; and
3. That the plan and specifications submitted are prepared for the construction or alteration of the building or buildings described.

\_\_\_\_\_  
Owner/Agent's Signature

\_\_\_\_\_  
Date

**OFFICE USE ONLY**

Date issued: \_\_\_\_\_

Inspector Signature: \_\_\_\_\_

Building Permit No: \_\_\_\_\_

Date Signed by Inspector: \_\_\_\_\_

Footing Permit No: \_\_\_\_\_

NBC Occupancy Code: \_\_\_\_\_

Required Inspections:

Activity 1: _____	1	2	3	4	5	A	B
Activity 2: _____	1	2	3	4	5	A	B
Activity 3: _____	1	2	3	4	5	A	B

Other permits required under separate application:

- Development Permit
- Heritage Permit
- Old Town Certificate of Appropriateness
- Encroachment License

BP.....	GBLP	\$ 52.30
BP Deck and Stairs.....	GBLD	\$ 26.15
BP 0.2% value of construction.....	GLPP	\$ _____
BP Deck & Stairs 0.2% value of construction.....	GBLD	\$ _____
BP Renewal.....	GBLR	\$ 13.20
Temporary Building Permit.....	GBLT	\$ 39.30
Demolition Permit.....	GDEM	\$ 26.15