

Information Fact Sheet
What is required for a Building Permit?
Miramichi Planning District Commission
Revised February 2003

Building Plans:

Copy of building plans or submit complete details on foundation, wall assembly, floor assembly, roof assembly and floor plan for a dwelling.

For an accessory building, details on the structure are required. Certain types of buildings or structures may require professionally stamped drawings as determined by the Building Inspector.

Site Plan:

Site plan showing size of lot, location of proposed building or structure, on lot, setbacks from property lines and location of any other building or structure on the property. This site plan should also show the Property Identification number (PID). This site plan shall be drawn to scale where possible and submitted for all types of buildings or structures.

Contacts for services:

If constructing a dwelling unit in the unincorporated area, a septic tank permit from the Department of Health & Wellness is required, as well as an Access permit from the Department of Transportation. If the property for a dwelling is located in the City of Miramichi area, a confirmation of services from Cecil Bowes, City Public Works Department, is required, along with a copy of the Access permit from Frank Duffy or Jay Shanahan, Public Works Department.

Other information:

There are times when a building inspector may require further information or approvals from other agencies such as, Department of Environment & Local Government, Natural Resources & Energy, Zoning provisions and related requirements. The building inspector will determine this.

Fees – City of Miramichi:

Building Permit fees are as follows: For single unit dwellings and two unit dwellings in the City of Miramichi, the fee is \$4.00 per \$1,000. based on materials and labour, with a \$25.00 minimum. All other building permits in the city are \$6.00 per \$1,000, with a minimum of \$50.00.

Fees – Unincorporated area:

Permits in the unincorporated area are as follows: \$25.00 plus \$2.50 per \$1,000. based on materials and labour. The only exception to these fees in the unincorporated area, are for buildings for overnight accommodation with an area of less than 56.08 square metres (603 square feet) and accessory structures not designed for over-night accommodation. These buildings require a building permit and the fee is \$25.00.

Contact telephone numbers:

Cecil Bowes, City Public Works Department (confirmation of services)	623-2352
Frank Duffy, City Public Works Department (access permit)	623-2248
Jay Shanahan, City Public Works Department (access permit)	623-2353
Department of Health & Wellness (septic tank permit)	778-6102
Department of Transportation (access permit outside city)	778-6046
Department of Environment & Local Government (water course alteration)	778-6032