

**Required documents to obtain a building permit**  
**In areas within local service districts**  
**Where public water and sewer services are not available**

Required Documents	Object	Resource
Building plans	A copy of building plans drawn to scale and showing the: <ul style="list-style-type: none"> <li>• Foundation</li> <li>• Framework</li> <li>• Plans of each floor with dimensions and proposed use of each room</li> </ul>	In the case of a major project, the plans must be drawn by an expert, that is, an architect or an engineer.  In the case of small buildings, you may draw your own plans or call upon the services of an architect or technician.
Application to Install an On-Site Sewage Disposal System  Assessment and Inspection	The installer that you have chosen must submit an application to the Public Health Inspector in your area. A copy of the permit issued must be presented to the building inspector.	Health Protection Branch Office <u>Gloucester County</u> : 165 St. Andrew Street, Bathurst NB E2A 1C1 (506) 549-5550 <u>Restigouche County</u> : 10 Village Ave., Unit 15, Campbellton, NB E3N 3S8 (506) 789-2549
Watercourse and Wetland Alteration Permit	Any individual wishing to perform work (construction, demolition, wood clearing, landscaping, etc.) at a distance of less than 30 meters from a watercourse or wetland.	Bathurst Regional Office Department of Environment 159 Main Street, Unit 202 Bathurst, NB, E2A 3Z9 Tel. : (506) 547-2092
Approval of the Fire Marshall	Development plans for certain public, commercial or industrial buildings must be reviewed by the Fire Marshall to ensure that they comply with the Fire Code.	Office of the Fire Marshall Technical Inspection Services 495 A Prospect Street Fredericton, NB, E3B 9M4 Tel. : (506) 457-6482 Fax. : (506) 457-7394
Access Permit or Set-back Certificate	Specify the minimum set-back from the highway and determine the type, size and location of the private access culvert.	Department of Transportation - Bathurst Branch Office Bathurst Government Garage 3109 Route 134, Miramichi Road Allardville, N.B. E8L 1V3 (506) 547-2144
Site plan for major projects	A copy of the site plan drawn to scale and indicating the elements specified in the zoning by-laws.	Pursuant to zoning by-laws, a site plan must be provided for major development projects.