



Greater Moncton Planning
District Commission
Commission du district
d'aménagement
du grand Moncton

655 rue Main Street
Moncton NB E1C 1E8
Tel 506 857-0511 / 853-3333
Fax 506 859-2683

BUILDING PERMIT REQUIREMENTS

1. **Certificate of Set-back** (SEE REVERSE)
(If required)
 2. **Health Department Approval** Obtain at Department of Health
81 Albert Street
Moncton, NB
Tel: 856-2814
 3. **Land Ownership Information:**
 - (a) PID Number
 - (b) Subdivision Plan Registry and Lot Number
 4. **Complete Set of Plans:**
 - (a) Site Plan
 - (b) Foundation Plan
 - (c) Floor Plan(s)
 - (d) Elevation(s)
 - (e) Cross Section & Construction Details
 - (f) Windows & Door Schedules
(Listing Sizes and Location)
 - (g) Professional Engineer Approval for Special Construction
(ex: Truss shop drawings, roof layout and floor layout)
 - (h) Plumbing Permit (Town of Riverview only)
- Mini, Mobile and Modular Homes (CSA# and Serial #)**
5. **Permit Application:** (Completed at GMPDC Office)
 - (a) Completed and signed
 - (b) Permit Fees Paid

DEPARTMENT OF TRANSPORTATION – Certificate of Setback

Elgin Division

1880 Route 895
Elgin, NB
Supervisor: Leeroy Leaman
Tel: 756-3154
Fax: 756-3155

Indian Mountain Division

700 Indian Mountain Road
Indian Mountain, NB
Supervisor: Joseph Curwin
Tel: 856-2802
Fax: 869-6292

Riverside-Albert Division

5816 King Street
Riverside-Albert, NB
Supervisor: Fraser Upham
Tel: 882-2818
Fax: 882-2814

Hillsborough Division***

110 Academy Street
Hillsborough, NB
Supervisor: Stephen Allen
Tel: 734-3704
Fax: 734-3748

Petitcodiac Division***

130 Main Street
Petitcodiac, NB
Supervisor: Philip MacLeod
Tel: 756-3118
Fax: 756-3102

Salisbury Division

3203 Main Street
Salisbury, NB
Supervisor: Raymond Dorey
Tel: 372-3302
Fax: 372-9615

*** Note that in the June-October, DOT in Moncton is responsible for certificates of setback:
46 Toombs Street
Moncton, NB
Tel: 856-2000 (Penny Panayiotopoulos)