



PO. Box 149  
Upper Island Cove, NL A0A 4E0  
Tel: (709) 589-2503 Fax: (709) 589-2522

Application for a Development Permit

Date Received: \_\_\_\_\_

Check all applicable boxes. Provide descriptions and sketches where required. Note that additional information may be requested later. If the application has to be referred to provincial or federal government departments or agencies, the applicant must undertake the referrals. The Town will inform the applicant of any referrals that must be made. Council will approve, refuse, or grant outline planning permission (approval-in-principle) with respect to the proposed development no later than 8 weeks after the date or receipt of this application, unless an extension is agreed upon. If not, the application will be considered refused. Approval will not be granted if the proposed development does not conform with the Town's Municipal Plan and Development Regulations. These can be viewed at the Town Hall. This application will not be accepted if it has not been signed by the applicant. A decision of Council concerning this application can be appealed.

Application's Name: \_\_\_\_\_

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

Phone Number(s): \_\_\_\_\_ Email Address(s): \_\_\_\_\_

1. Permission is requested for:
- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | Construct a building                     |
| <input type="checkbox"/> | Alter or enlarge an existing building    |
| <input type="checkbox"/> | Establish a mobile or prefabricated home |
| <input type="checkbox"/> | Operate a gravel pit or quarry           |
| <input type="checkbox"/> | Placing building on property             |

- To be used for:
- |                          |                         |                          |  |
|--------------------------|-------------------------|--------------------------|--|
| <input type="checkbox"/> | Single family residence | <input type="checkbox"/> | Industrial (sawmill, commercial garage, warehouse, etc.) |
| <input type="checkbox"/> | Shed/Residential Garage | <input type="checkbox"/> | Commercial (shop, office, etc.)                          |
| <input type="checkbox"/> | Multi-unit residence    | <input type="checkbox"/> | Cabin or cottage   |
| <input type="checkbox"/> | Other                   |                          |  |

If the items checked above do not adequately describe the proposed development, please provide further detail:

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2. If the development involves the construction or alteration of a building, please check any boxes that apply:

- Foundation: ☐ concrete ☐ wood ☐ block ☐ pillars
- Basement: ☐ full size ☐ half ☐ crawl space ☐ no basement
- Siding Type: ☐ narrow ☐ wide
- Siding Material: ☐ vinyl ☐ aluminum ☐ clapboard
- Windows: ☐ casement ☐ glider ☐ double hung ☐ awning
- Roof: ☐ peak ☐ cottage ☐ cape cod ☐ A frame ☐ salt box ☐ barn ☐ hip ☐ other
- Number of Stories: ☐ 1 ☐ 2 ☐ 3 ☐ split level ☐ other

3. If the site of the proposed development is already being used, please describe what the land and any buildings on it are being used for. If it is vacant, generally describe the land (forest, bog, clear, etc.):

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4. Does the site front on a road maintained by the Town: ☐ Yes ☐ No

Name of Road: \_\_\_\_\_

Describe how access is to be provided and give the length of any access road to be constructed:

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5. A) Will the proposed development require Town water supply? ☐ Yes ☐ No

Please specify: \_\_\_\_\_

B) Will the proposed development require Town sewage disposal? ☐ Yes ☐ No

Please specify: \_\_\_\_\_

Note: Private water and/or sewer systems will require approval from the Department of Health

6. What is the land within 30m (100 feet) of the site of this proposed development being used for? If it is not being used, please provide a general description (forest, bog, pond, etc.)

North \_\_\_\_\_

South \_\_\_\_\_

East \_\_\_\_\_

West \_\_\_\_\_

7. Submit with this application a sketch of the layout of the proposed development, showing property lines, the location of the site with respect to nearby public roads and the position of buildings to be constructed. Provide measurements of the size of buildings and their distance from boundary. If the land has been surveyed, please provide a copy of the survey. Additional, or more detailed plans and/or architectural drawings may be required.

8. If you will be using a contractor to undertake the proposed development, provide their name, address and phone number:

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**Important. Please read and sign** I am aware that this is for application purposes only and that anyone who starts a development before receiving written permission to do so from the Town may be subject to a stop work order and/or removal of the structure. Only the kind of development described on this application form is to be undertaken and only at the site indicated. If the land to which this application pertains is Crown Land, or land that I am not the sole owner of, I am aware that approval of this application by the Town does not mean I can develop without also obtaining permission from the Department of Natural Resources or other land owners. I am aware that I am responsible for obtaining any permits from other government departments or for referring this proposal for review to government departments or agencies that the Town informs me of and that I must provide copies of responses of such referrals to the Town. I am aware that the Town will not grant permission to develop if this proposal does not comply with policies of its Municipal Plan, requirements of its Development Regulations or other requirements of provincial or federal governments. If permission is granted, all applicable federal, provincial and municipal requirements and regulations will be conformed with. No information that could affect a decision to approve or refuse this application has been deliberately withheld or purposely submitted incorrectly by me.

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

Received By \_\_\_\_\_

Date \_\_\_\_\_