



NEW DEVELOPMENT PERMIT APPLICATION

SUBMITTING AN APPLICATION:

- If you are developing new commercial space, your application will be forwarded to Service NL (Government Services). The Town **requires Service NL** approval and/or exemption before issuing a permit.
- New development requests may be required to be reviewed by the Heritage Advisory Committee.
- Applicants should allow adequate time for the application process, particularly if other agencies/committees are involved. Service NL could take up to **4-6 weeks** to process your application.
- You **can not start development** until all appropriate approvals have been granted and you have picked up your business permit from the municipality.

TYPE OF DEVELOPMENT	TO BE USED FOR	OFFICE USE ONLY
<input type="checkbox"/> Cabin or Cottage <input type="checkbox"/> Multi-Unit Residences <input type="checkbox"/> Outdoor Recreation <input type="checkbox"/> Shed or Garage <input type="checkbox"/> Single Family Residence <input type="checkbox"/> OTHER: _____	<input type="checkbox"/> Agriculture <input type="checkbox"/> Commercial Development (coffee shop, artisan, office etc.) <input type="checkbox"/> Forestry <input type="checkbox"/> Industrial (Warehouse, etc.) <input type="checkbox"/> Stage or Wharf <input type="checkbox"/> Private Residential <input type="checkbox"/> OTHER: _____	PERMIT #
		PAYMENT RECEIPT #
		DATE
PROPERTY OWNER INFORMATION		
NAME	CIVIC ADDRESS	
TELEPHONE	EMAIL	
DEVELOPMENT INFO		
CONSTRUCTION WORK TO BE COMPLETED BY: <input type="checkbox"/> SELF <input type="checkbox"/> CONTRACTOR (NAME): _____		START DATE OF DEVELOPMENT
IF THE SITE OF THE PROPOSED DEVELOPMENT IS ALREADY BEING USED, PLEASE DESCRIBE WHAT THE LAND AND ANY BUILDING(S) ON IT ARE BEING USED FOR. IF IT IS VACANT, GENERALLY DESCRIBE THE LAND (FOREST, BOG, POND ETC.)		ZONING: ARE YOU IN THE HERITAGE DISTRICT? <input type="checkbox"/> YES <input type="checkbox"/> NO
ESTIMATED COST OF DEVELOPMENT \$	SIZE OF DEVELOPMENT:	



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DEVELOPMENT REGULATIONS CHECKLIST			
LOT SIZE (CHECK MIN REQUIREMENTS)	ROAD ACCESS REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO	DISTANCE FROM PROPERTY LINE	DISTANCE FROM ROAD CENTERLINE
A COPY OF THE PROPERTY SURVEY AND A FAÇADE SKETCH IS REQUIRED. HERITAGE PROPERTIES / DISTRICTS MAY DIFFER. CHECK WITH THE OFFICE.			
HAVE YOU INDICATED THIS ON YOUR SURVEY?			
<input type="checkbox"/> DISTANCE FROM PROPERTY LINES <input type="checkbox"/> DISTANCE FROM OTHER BUILDINGS (1.5 M / 5 FT MINIMUM) <input type="checkbox"/> DISTANCE FROM CROWN LAND RESERVE (15 M / 50 FT FROM HIGH WATER MARK MINIMUM) <input type="checkbox"/> DISTANCE FROM THE CENTRE OF THE ROAD RESIDENTIAL - (10 M / 33 FT MUNICIPAL ROAD & 15 M / 50 FT HIGHWAY MINIMUM) COMMERCIAL - (10 M / 33 FT MUNICIPAL ROAD & 15 M / 50 FT HIGHWAY MINIMUM)			
WATER AND SEWER INFORMATION			
WATER SUPPLY REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	<input type="checkbox"/> TOWN WATER SYSTEM <input type="checkbox"/> PRIVATE WELL	CURB STOP LOCATION & DISTANCE <input type="checkbox"/> YES <input type="checkbox"/> NO	
SEPTIC SERVICES <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	TOWN SEWER <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	SEPTIC DESIGN APPROVAL SEPTIC SERVICES <input type="checkbox"/> YES <input type="checkbox"/> NO	
ADDITIONAL COMMENTS AND/OR INFORMATION			
BY SIGNING THIS PERMIT APPLICATION, YOU ARE AGREEING TO AND/OR ACKNOWLEDGING THE FOLLOWING			
<ul style="list-style-type: none"> ➤ Further information other than that requested on this form may be required. ➤ Council and/or Town Management <u>will approve or refuse this application within 8 weeks (56 days)</u> from the date of receipt unless an extension is agreed upon. If not, it will be considered to have been refused. ➤ The homeowner and/or developer/contractor must follow the National Building Code and any supplements and amendments, as the minimum development standard and the onus for compliance with the National Building Code standards is placed on the owner and/or developer/contractor. ➤ The development will not be undertaken before written permission from the Town has been received by the applicant. ➤ Only the kind of development described on this application form is to be developed <u>and</u> only at the site indicated. If the applicant wishes to use this site for any other purpose or undertake this development at another location, a separate application must first be submitted and approved by the Town of Bonavista. ➤ If the land to which this application pertains is owned under Squatter's Rights, the applicant confirms that all property boundaries are correct, and that the onus is on the applicant for any false or misleading information. 			



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- If the land to which this application pertains is Crown Land, not under squatter's rights, or land the applicant is not the sole owner of, the applicant is aware that approval of this application by the Town does not allow them to develop without permission from Crown Lands.
- No information that could affect a decision to approve or refuse this application has been deliberately withheld or purposely submitted incorrectly by the applicant.
- I am aware that the Town will not grant permission to develop if any requirements of its Municipal Plan or any other applicable regulation cannot be met. This includes all development and/or repairs with the Town's Municipal Heritage District and Guidelines.
- If permission is granted, all applicable provincial and municipal laws and regulations and any conditions that the Town attaches to a development permit will be complied with.
- The applicant/owner is completely responsible for the cost of water and/or sewer connections from the Town's mainline(s).
- The property owner is responsible for damage to curb stop shutoff valves and must always keep shutoff valves accessible.
- Sump pumps, floor drains, weeping tile, roof drains, etc. shall not be connected to the sanitary sewer system.
- Backwater valves must be installed on sanitary sewer lines in accordance with the Canadian Plumbing Code and related revisions or when the Town requires installation in high-risk areas. The onus for noncompliance is placed on the owner and/or developer/contractor.
- Water and Sewer Hook-up - Where possible the home shall be connected to the Town's water and sewer system and all costs associated with the installation such as materials and labour are the responsibility of the homeowner/developer. Qualified personnel must be hired to perform the work and all work must be inspected by the Town's Water and Sewer Maintenance personnel. Any damage or interruption to the water and/or sewer system is the responsibility of the applicant.
- On-site sewerage disposal system – It is the homeowner's responsibility to have the land evaluated for the installation of an on-site sewerage disposal system. This evaluation must be conducted by a registered designer and submitted to the Service NL for final approval. Without final approval from the Service NL, this permit is not valid.
- The homeowner and/or developer must contact the appropriate Federal and/or Provincial Departments to acquire all-necessary licenses or permits required.
- Newfoundland Power must be contacted to ensure proposed buildings/structures are not within the power line easement area. (1-800-663-2802)
- The Department of Transportation and Infrastructure must be contacted if one of the provincial roadways is to be disturbed. (Coster Street, Station Road, Hospital Road, Cape Shore Road, Church Street, Route 230, Route 235).
- The Department of Environment & Climate Change, Water Resources Management Division must be contacted if the proposed development is in or within fifteen (15) metres of a body of water (including wetlands) prior to the start of the work.
- A fence may be erected providing that it is entirely located on the lot and to not encroach upon any street or abutting lot; it may be built on a lot line, in which case the Authority may require proof of the location of the lot line, and, it has a max height of no more than 2 metres, including any ornamentation or projections above the general upper line of the fence, except as otherwise provided in any Use Zone.



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*** SUBMIT WITH THIS APPLICATION ***

➤ **THE FOLLOWING DOCUMENTATION MUST BE SUBMITTED WITH THIS APPLICATION:**

- Survey or accurate sketch indicating the location of the building on land with all required measurements.
 - Proof of ownership of land.
 - Plans/specifications/ façade sketch of the proposed development.
- When site plan approval is required, for commercial development of the land subdivision, the applicant shall prepare site development plans, including landscaping, parking, lighting, roads and any or all the additional items as requested by the municipality, in accordance with zone and development regulations.

APPLICANT SIGNATURE OF AGREEMENT

I hereby submit and confirm that the information supplied is correct. I agree to comply with all Town Regulations and By-laws, agree to develop in accordance with the plans approved by the Town of Bonavista and not to commence development without permits from the Town of Bonavista.

The Town of Bonavista is absolved from any false or misleading information that was given to obtain a permit. I further acknowledge that I am responsible for any damages caused to neighbouring or my property.

In addition, I acknowledge that I have reviewed this application and agree to provide any additional information requested.

APPLICANTS SIGNATURE

APPLICANTS SIGNATURE

PROPERTY OWNER SIGNATURE

PROPERTY OWNER SIGNATURE

OFFICE USE ONLY

CHIEF ADMINISTRATIVE OFFICER

DATE

DIRECTOR OF EXTERNAL OPERATIONS

WATER & SEWER

ECONOMIC, CULTURE & HERITAGE

APPROVED

DECLINED

CONDITIONS OF APPROVAL

REASONS FOR APPLICATION DECLINE / CHANGES REQUIRED



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