



P.O. Box 999, 256 Water Street
Carbonear, NL A1Y 1C5
Tel: 709-596-3831 Fax: 709-596-5021
Email: info@carbonear.ca
Website: www.carbonear.ca

Development Application Form

Development: The carrying out of any building, engineering, mining or other operations in, on, over, or under land, or the making of material change in the use, or the intensity of use of any land, buildings, or premises.

Contact Information

Applicant: [] Tenant
[] Contractor
[] Property Owner

Property Owner(s) _____

Mailing Address _____

Mailing Address: _____

Contact Name _____

Contact Name _____

Phone _____

Phone _____

Email Address _____

Email Address _____

Application Information (Attach additional correspondence, surveys, plans, etc. where required)

Project Location _____
(Civic No., Street Name)

Type of Development

- [] RESIDENTIAL [] COMMERCIAL (Please Specify) [] OTHER (Please Specify)
[] New Construction (Includes prefab buildings) [] Extension [] Renovations/General Repairs
[] Subdivision of Land [] New or Changed Use [] Relocation of Existing Business
[] Demolition [] Other

Description of Proposed Development: _____

Development Details (Attach Floor Plans and a scaled site plan (property survey of proposed development preferred))

Size of property: Frontage ___ Depth ___ Lot Area ___
Estimated Cost of Development _____

Building(s) Size ___ (L) x ___ (W) x ___ (H)
Gross Floor Area _____

Proposed Means of Servicing (Show on Site Plan)

- [] Municipal Water [] Municipal Sewer
[] On-site Well [] On-site Septic Tank

Proposed Means of Access (Show on site plan)

- [] Existing Access(s) [] New Access(s)

RESIDENTIAL

- [] Single Dwelling [] Double Dwelling [] Accessory Building (Garage, shed, greenhouse, etc.)
[] Single Dwelling [] Row Dwelling [] Other Residential _____
With Subsidiary Apt. [] Apartment Dwelling

COMMERCIAL/PUBLIC BUILDINGS/OTHER

Office Retail Industrial Other _____

Number of Parking Spaces _____

EXISTING USES OF LAND (Please Check Appropriate Box and Specify)

Residential _____ Institutional _____ Vacant _____
 Commercial _____ Resource _____ Other _____

The Authority, the Director, or any inspector may enter upon any public or private land and may at all reasonable times enter any development or building upon the land for the purpose of making surveys or examinations or obtaining information relative to the carrying out of any development, construction, alteration, repair, or any other works whatsoever which the Authority is empowered to regulate.

Declaration: I, _____ of _____ in the Province of Newfoundland, do solemnly declare that the statements herein contained in this application, the location and plot plan submitted correctly sets out the location of the development described in the said application and all other information supplied is correct and complete to the best of my knowledge and is made with a full knowledge of the circumstances connected with same. I agree to comply with all Municipal Regulations, the National Building Code 2015 Edition and ancillary codes including but not limited to the National Fire Code, Electrical Code and Plumbing Code, and agree to build in accordance with the plans approved by the Town of Carbonear, and not to commence building without applicable written approval and permits from the Town of Carbonear. I make this solemn declaration, conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

Dated at _____ this _____ day of _____, 20__.

Applicant Signature _____ Property Owner Signature _____

Note: Where the Applicant and the Property Owner are not the same, the signature of the Property Owner is required before the application can be accepted for processing.

Note: If a well or septic tank is required, approvals from Service NL must be acquired. It is the responsibility of the applicant to ensure that all pertinent approvals are obtained from the appropriate government departments and agencies. The applicant is responsible for supplying their own water and sewer with back up valve on sewer line, and a pressure reducing valve on water line per the National Plumbing Code. Council does not take responsibility for any flooding of basement and property nor does it take responsibility for surface or ground water that exists on property. **Applicant must contact the office for an inspection prior to the pouring of footings for new construction and extensions to confirm that the location is as per application submitted and the Municipal Plan and Development Regulations. Failure to do so could result in removal of development. The Town will not take responsibility for any costs associated with non-compliance with regulations and policies.**

The required Development Application Fee is to accompany the application in addition to any other fees. The application fee is non-refundable except in circumstances where the application is not approved by Council and any refunds will be less a \$15 minimum application and processing fee. All permits will expire 1 year from the date of issue.

STAFF USE ONLY

<input type="checkbox"/>	Permitted Use			
<input type="checkbox"/>	Discretionary Use (Fee Required)			
<input type="checkbox"/>	Variance (Fee Required)			
		YES	NO	N/A
Floor Plan		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plot Plan		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Certificate of Approval		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date Fees Received: _____
 Received by: _____
 Receipt #: _____
 Permit Fee: _____
 Other Fees: _____

MEO Review (Initial) _____
 Ops & PW Director Review (Initial) _____
 CAO/Town Clerk Review (Initial) _____