

## APPLICATION FOR A DEVELOPMENT PERMIT

DATE RECEIVED:	DATE REVIEWED BY COUNCIL:
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**Check all applicable boxes.** Provide descriptions and sketches where required. Additional information may be requested at a later date. If this application has to be referred to provincial or federal government departments or agencies, it is the responsibility of the applicant to undertake these referrals. Council will respond with respect to the proposed development no later than 8 weeks after the date of receipt of this application, unless an extension is agreed upon. **Approval will not be granted if the proposed development does not conform to the Town of South River Municipal Plan and Development Regulations. These can be viewed online at [www.townofsouthriver.ca](http://www.townofsouthriver.ca) or at the Town Clerk's Office. PERMIT FEE TO BE PAID WHEN PERMIT ISSUED.** This application must be accompanied by a plot plan (must specify house location on lot, measurements for building line setback, rear yard depth and side yards and proposed water and sewage location to main line). Development permits are subject to the discretion of Council.

APPLICANT'S NAME:	MAILING ADDRESS:
PHONE NUMBER(S):	CIVIC ADDRESS OF DEVELOPMENT:
PARCEL NUMBER:	PROPERTY OWNER:
SETBACKS:	ZONING DISTRICT:

**THE FOLLOWING FEES ARE APPLICABLE:**

**NEW CONSTRUCTION - \$150**

**ACCESSORY BUILDING(S); OR  
EXTENSION(S) - \$40**

**GENERAL REPAIRS OR FENCES  
- \$20**

Accessory buildings that exceed 4 meters in height may need to be advertised at the owner's expense.

<p>1. Permission is requested to:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Construct a building</li> <li><input type="checkbox"/> Alter or enlarge an existing building</li> <li><input type="checkbox"/> Establish a mobile or prefabricated home</li> <li><input type="checkbox"/> Erect a sign or advertisement</li> <li><input type="checkbox"/> Subdivide land</li> <li><input type="checkbox"/> Operate a gravel pit or quarry</li> <li><input type="checkbox"/> Clear land</li> <li><input type="checkbox"/> Develop land in some other way</li> </ul>	<p>to be used for:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Single family dwelling - Total square footage _____</li> <li><input type="checkbox"/> Cabin or cottage</li> <li><input type="checkbox"/> Shed - Height from ground to peak _____ Length _____ Width _____</li> <li><input type="checkbox"/> Residential garage - Height from ground to peak _____ Length _____ Width _____</li> <li><input type="checkbox"/> Multi-unit residence</li> <li><input type="checkbox"/> Commercial (Shop, office, etc.)</li> <li><input type="checkbox"/> Industrial (Sawmill, commercial garage, warehouse, etc.)</li> <li><input type="checkbox"/> Agriculture, Forestry, Recreation</li> <li><input type="checkbox"/> Other (please specify: _____)</li> </ul>
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If the items indicated above do not **adequately describe the proposed development** please provide further details:

Size of Lot:

2. If the development involves the construction or alteration of a building, please indicate where appropriate:

Foundation: concrete / wood / block / pillars / other: \_\_\_\_\_

Basement: full / half / crawlspace / none / other: \_\_\_\_\_

Siding style: narrow / wide / vertical / other: \_\_\_\_\_

Siding material: vinyl / aluminum / clapboard / cement / other: \_\_\_\_\_

Corners: narrow / wide / other: \_\_\_\_\_

Windows: casement / slider / double or single hung / awning / solid / other: \_\_\_\_\_

Roof style: gabled / hip / mansard / barn / other: \_\_\_\_\_

Roof material: asphalt / torch-on / felt & tar / cedar / other: \_\_\_\_\_

Storeys: one / two / three / split-level / other: \_\_\_\_\_

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

Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Vacant \_\_\_\_\_ Forest \_\_\_\_\_ Other \_\_\_\_\_

4. Does the site front on a road maintained by the Town?

\_\_\_ Yes Name of road: \_\_\_\_\_ Frontage: \_\_\_\_\_

\_\_\_ No Describe how access is to be provided and give the length of any access road to be constructed:

5. Please provide the name and phone number(s) of the person or contractor who will be undertaking the proposed development:

6. (A) Will the proposed development require a water supply?

\_\_\_\_\_ YES \_\_\_\_\_ NO

How will water be supplied?

\_\_\_ Town's system

\_\_\_ Private well

\_\_\_ Other: \_\_\_\_\_

(B) Will the proposed development require a means of sewage disposal?

\_\_\_\_\_ YES \_\_\_\_\_ NO

How will sewage disposal services to be provided?

\_\_\_ Town's system

\_\_\_ On-site septic tank and distribution field

\_\_\_ Other: \_\_\_\_\_

**NOTE: A \$1500 DEPOSIT IS REQUIRED FOR NEW WATER/SEWER HOOK-UP.**

NOTE: PRIVATE WATER AND/OR SEWER SYSTEM WILL REQUIRE APPROVAL FROM THE DEPARTMENT OF GOVERNMENT SERVICES BEFORE COUNCIL ISSUES A PERMIT. APPROVED DESIGNERS LIST IS AVAILABLE AT THE GOVERNMENT SERVICES OFFICE IN ST. JOHN'S BY CALLING 729-3529 OR 945-3106.

PLEASE PROVIDE THE NAME WHO IS COMPLETING THE DESIGN PLAN: \_\_\_\_\_

7. What is land within 30m of the site of the proposed development being used for? If it is not being used, please provide a general description.

North: \_\_\_\_\_

South: \_\_\_\_\_

East: \_\_\_\_\_

West: \_\_\_\_\_

8. Submit with this application a Survey or a Detailed measurement to scale sketch.

Detailed layout of the proposed development, showing property lines, the location of the lot including street names, lot size and dimensions. Dimensions of proposed and existing buildings or structures. Provide measurements of the size of the building(s) and the distance from the public road. Note that the distances for front, side, and rear yards must be in accordance with existing regulations. If the land has been surveyed, please provide a copy of the survey. If not using a survey, submit drawings with a scale ranging, date of drawing, signature of the person preparing the document, and recorded lot number and address, Required yards and recorded easements (Open spaces, greenways, buffers, flood, utilities, etc.) Please see attached Sample plot plan. Additional or more detailed plans and or architectural drawings may be required. **Failure to do so may cause delays in your application.**

DETAILS OF LAND AND LOCATION OF BUILDING(S)

Please Note: An Access Permit from the provincial government is required for developments on provincial roads (Conception Bay Highway and Hodgewater Line).

**IMPORTANT  
PLEASE READ AND SIGN**

I am aware that this form is for application purpose only and that anyone who starts any development before receiving written permission to do so from The Town of South River may be subject to a Stop Work Order and Prosecution under Section 34 of the Town of South River Development Regulations. Only the kind of development described on this application form is to be undertaken and only at the site indicated. If I wish to use the site for any other purpose, I am aware that another application must first be submitted. 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 that I can develop without also obtaining permission from the Department of Environment and Lands 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 particular government departments or agencies that the Town may inform me of; and that I am responsible for providing responses from such referrals to the Town.** I am aware that the Town will not grant permission to develop if this proposal does not comply with the policies or its Municipal Plan; requirements of its Development Regulations or other requirements of other levels of government. If permission is granted, all applicable federal, provincial and municipal requirements and regulations will be conformed to. No information that could affect a decision to approve or refuse this application has been deliberately withheld or purposely submitted incorrectly by me.

Signature of Applicant:

Date:

# PERMIT INSTRUCTIONS

- A. General Repair Permits fall under Section 407 of the *Municipalities Act, 1999*. All other permits fall under Section 404 of the same act.
- B. **Permits are to be prominently displayed at the site** if possible.
- C. Persons to whom the permit is issued are responsible for cleaning up debris after work is completed. Failure to do so will result in council cleaning up the site and the person to whom the permit was issued will be billed for same as per town regulations. Any construction or renovations garbage is to be removed from property at owner's expense.
- D. Municipal Water and Sewer installations must follow the Master Specifications for Municipal Water, Sewer and Roads. No person shall interfere with underground water and sewer lines without council's approval. If the site requires well and/or septic systems, a Certificate of Approval is required from the government of Newfoundland before a building permit will be issued.
- E. The total of all accessory buildings associated with a residential use shall have a lot coverage of no greater than 7%, up to a maximum of 125m<sup>2</sup>.
- F. No accessory building shall have a height of more than 4m, unless approved by Council.
- G. Building permits are issued conditional on compliance with the National Building Code of Canada and The Town of South River Development Regulations and are the responsibility of the contractor or builder. You are hereby informed that it is your responsibility to ensure compliance as the council of South River will not be undertaking inspections.
- H. You could be liable for injuries, costs and lost income if someone is injured at your worksite.
- H. No person shall erect a fence:
  - a. Within twenty (20) feet of the center line of any main road within The Town.
  - b. Within fifteen (15) feet of the center line of any secondary road within The Town
  - c. Closer to the road than the property line.

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Date

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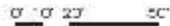
Applicant

# Sample Plot Plan [8½ x 11]

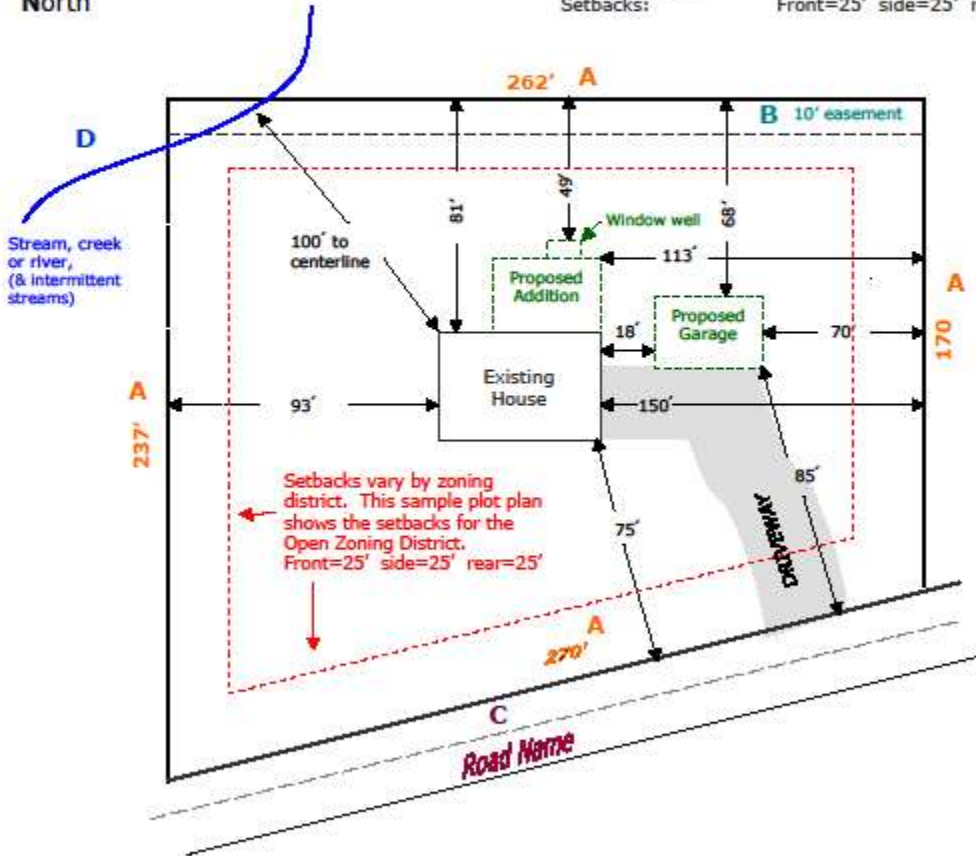
September 2009



Scale 1 in = 50 ft



✓ Job Site Address: 123 Any Street, Fort Collins  
 ✓ Property Owner: John & Jane Doe  
 Owner's Phone: 970-555-5555  
 ✓ Parcel No: 97114-13-901  
 Zoning District: Open  
 Setbacks: Front=25' side=25' rear=25'



## CHECKLIST

- ✓ North Arrow
- ✓ Plot Plan Scale
- ✓ Property Owner Info
- ✓ Parcel No. & Zoning

- A** Property Dimensions
- B** Easements
- C** Roads and Streets
- D** Stream, Creek or River (& intermittent streams)

↑ ↓ Use arrows to show distance from buildings to setbacks.

**Existing buildings**  
 Use solid lines to indicate existing structures

**Proposed buildings**  
 Use dotted lines to indicate *proposed* structures

**Note:**  
 This Sample Plot Plan uses color to clarify requirements.  
 Your Plot Plan **does not** need to be in color.