

# Building Permit

OFFICE USE ONLY Permit #: \_\_\_\_\_

**Application for:** Erect  Alter  Extend  Repair  Relocate   
Change use from  \_\_\_\_\_ to \_\_\_\_\_

**Building Type:** Residential  Commercial  Industrial  Accessory Building  Mobile Home   
Other  (Please Specify) \_\_\_\_\_

**ALL APPLICANTS MUST COMPLETE SECTIONS A, B, C, and D**

Failure to fully complete this application may result in a processing delay until all information is received.

**For all construction:** (eg. sheds, fences), this application must be accompanied by a **Plot Plan** (complete Section C below).

**For all new construction:** This application must be accompanied by a **Plot Plan** (complete Section C below or include Location Certificate) and **two (2) sets of construction drawings** which include a detailed cross-section of the entire building, basement and floor plans, and front, rear, left and right elevation plans.

**For commercial and industrial buildings:** This application must be accompanied by all requirements for **new construction** plus complete electrical, plumbing, and heating plans and a completed National Building Code form.

<p><b>SECTION A</b></p> <p><b>Owner's Name:</b> _____</p> <p>Address: _____</p> <p>_____</p> <p>City: _____</p> <p>Postal Code: _____ Tel: ( ) _____</p> <p><b>Applicant's Name:</b> _____</p> <p>Address: _____</p> <p>City: _____</p> <p>Postal Code: _____ Tel: ( ) _____</p> <p>Lot Area: _____ Building Area: _____</p> <p>Total Floor Area: _____</p> <p>Total Estimated Cost of Proposed Work including Labour &amp; Materials: \$ _____</p>	<p><b>SECTION C</b></p> <p>All measurements are in Metric <input type="checkbox"/> Imperial <input type="checkbox"/></p> <p style="text-align: center;"><b>PLOT PLAN</b></p> <p>Street Address of Proposed Development _____</p> <p style="text-align: center;">_____</p> <p style="text-align: center;"><b>Name of Street Front</b></p>
<p><b>SECTION B</b></p> <p>If proposed work is to be alterations or extensions, please describe below: _____</p> <p>_____</p>	

**SECTION D**

I, \_\_\_\_\_, of \_\_\_\_\_ in the Province of Newfoundland, do solemnly declare that the plans, specifications and statements herein contained in the said application conform to the best of my belief to the requirements of The National Building Code and all Town of Channel - Port aux Basques Regulations and are made with full knowledge of the circumstances connected with the same, and that the above regulations will be complied with in the development whether specified herein or not. I make this solemn declaration, conscientiously believing it to be true, and knowing that it is of the force and effect as if made under oath.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Witness: \_\_\_\_\_ Signature: \_\_\_\_\_ **ALSO SEE BACK**

<b>FOR OFFICE USE ONLY</b>	
Remarks: _____	
_____	
Approved by: _____	Date: _____

# Building Development Regulations

I, \_\_\_\_\_ of \_\_\_\_\_, do solemnly declare that I completely understand that:

1. I cannot begin development of land nor erection of building until all permits have been issued and conditions complied with.
2. I realize that there may be a thirty day (30) waiting period before my application is reviewed for approval.
3. All development must be constructed in accordance with guidelines of the National Building Code and Municipal Regulations.
4. The following documentation must be submitted with application:
  - (a) Proof of ownership of land.
  - (b) Plans/specifications of proposed building.
  - (c) Sketch indication of approximate location of building on land for NL Power and municipal inspection.
5. I am completely responsible for the cost of water and/or sewer connections from the Town's main line(s).
6. Installation of water/sewer service laterals must be undertaken by the permit holder and inspected by municipal personnel.
7. New water connections must be turned on by municipal personnel and the property owner will be billed 30 days following that date.
8. The property owner is responsible for damage to shutoff valves, and must keep shutoff valves accessible at all times.
9. Detached Sheds & Garages - Easements of 1 metre (3.25 ft) from rear and side property lines, 6.0 metres (19.69 ft) from lot boundary on flanking road, 6.0 metres (19.69 ft.) from front property boundary and a minimum of 3.6 metres (12 ft) from other existing structures. (Including eaves)
10. Residential Construction - Easements of 6.0 metres (19.69 ft) from front boundary, 9.0 metres (30 ft) from rear boundary and 1.8 metres (6 ft) from all side property boundaries, resulting in a 3.6 metres (12 ft.) easement from the main building wall of any residential building.
11. Sump pumps, floor drains, weeping tile, roof drains, etc. shall not be connected to the sanitary sewer system.
12. Back water valves must be installed on sanitary sewer lines in accordance with the Canadian Plumbing Code and related revisions, and the Town of Channel - Port aux Basques Sewer Backwater Valve Regulations.
13. If commencement of the building does not begin within six months from the date of Council's approval, the permit will be null and void and a new application must be submitted to Council.
14. A permit cannot be issued until application is approved by Council.
15. Business applications are subject to approval of the Government Service Centre prior to a Municipal Permit being issued.
16. I agree to notify Council in writing of any changes in the above specifications before construction.
17. Any permit issued does not authorize use of crown land or other land without a lease or grant from the Crown or express written permission from the owner.
18. I am responsible for attaining all Government approvals needed and herein undertake to comply with all such regulations.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_