The Town of Petty Harbour/Maddox Cove
35 Main Road, Petty Harbour, NL A0A 3H0
www.pettyharbourmaddoxcove.ca
Telephone: (709) 368-3959 Fax: (709) 368-3994

For Office Use Only

Application # _____

Permit # _____

Development Application

- All development must meet the applicable zoning regulation requirements. See zoning regulation requirements on the Town's website pettyharbourmaddoxcove.ca.
- Structures are to be located, built and/or renovated in accordance to plans and plot location submitted.
- Structures are to be constructed in accordance with the 2020 National Building Code and any supplements and amendments as the minimum development standard. Structures are also to be constructed to the 2015 National Plumbing Code and any supplements and amendments as the minimum development standard.
- All buildings are to be used for domestic purposes unless otherwise approved by council and a permit obtained for commercial purposes.
- Septic systems must be approved by council and a Certificate of Approval from Service NL is required to be submitted to council before a permit will be issued.
- All applications must include:
  - A legal survey
  - Depending on the type of development, a plot plan or sketched plot plan may be required.
  - Proof of ownership or permission from property owner if you are not the current property owner.
  - A copy of house plans if applicable.
- If connecting to the town's water and sewer, a connection fee will be required as per the town's tax schedule.
- A deposit is required if town paving has to be cut to install water and sewer infrastructure.
- A secondary inspection must be completed by the Town when footings are in place and prior to concrete being poured.
- The applicant must have building plotted/marked on property for the town to inspect.
- For new home development, an Occupancy Permit must be obtained before occupancy.

Applicant Name: _____

Phone: _____ **Email:** _____

Mailing address: _____

_____

Civic address of the proposed development: _____

Property owner if different than applicant: _____

TYPE OF PERMIT

☐ **Development Approval** ☐ **Approval in Principle** ☐ **Repairs/Renovations**

DESCRIPTION OF INTENDED USE (RESIDENTIAL)

☐ Single Family Dwelling ☐ Single Family Dwelling with Apartment ☐ Extension to Dwelling

☐ Accessory Building ☐ Other _____ (give description)

DESCRIPTION OF INTENDED USE (COMMERCIAL)

☐ Retail ☐ Restaurant ☐ Extension to Commercial Building ☐ Office

☐ Industrial ☐ Other _____ (give description)

BUILDING DESCRIPTION

Building Length: _____ (ft) Building Width _____ (ft) Building Height _____ (ft)

Area: _____ (sq. ft.)

OTHER BUILDINGS ALREADY PRESENT ON LOT (if applicable)

		L	X	W	X	H (ft)
Use of Building # 1 _____	Size	_____	X	_____	X	_____
Use of Building # 2 _____	Size	_____	X	_____	X	_____

DESCRIPTION OF DEVELOPMENT/REPAIRS/EXTENSION ETC. (Additional Information)

_____

_____

_____

_____

PROPOSED MEANS OF SERVICING

☐ Municipal Water & Sewer ☐ Municipal Water Only ☐ Municipal Sewer Only

☐ On Site Septic ☐ On Site Drilled Well

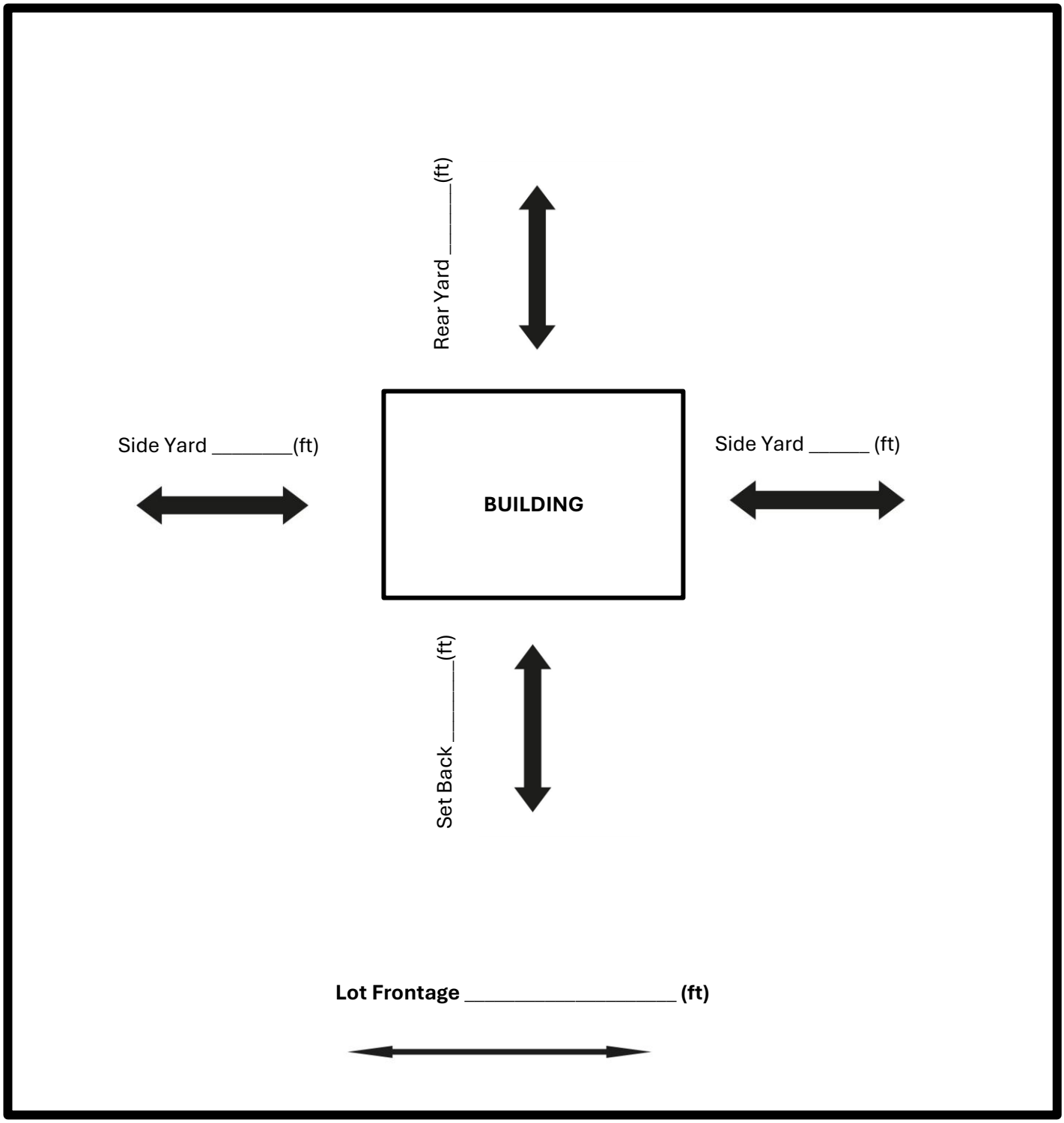
PROPOSED MEANS OF ACCESS

☐ Existing Access ☐ New Access

All culverts (new or replacement access) on town roads must have a minimum diameter of 24”.

PLOT PLAN

Please indicate the proposed location of the new building in relation to the property lot lines. Indicate the location of accessory buildings, in relation to the existing building and lot lines. Also indicate the lot frontage, side yard, line setback and rear yard depth.



ADDITIONAL INFORMATION (if necessary)

_____

_____

_____

DECLARATION

I, _____ solemnly declare that the plans, specifications and statements herein conform to the requirements of the Town of Petty Harbour/Maddox Cove and are made with full knowledge of the circumstances connected with the same. I declare that all regulations will be complied with, whether specified herein or not. 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.

_____ _____

Signature of Applicant **Date**

Privacy Statement
Under the authority of the Access to Information and Protection of Privacy Act, 2015, personal information is being collected and will be used for the purpose of processing your application. Questions about the collection and use of the information may be directed to the Chief Administrative Officer of the Town of Petty Harbour/Maddox Cove – Mandy Dinn, by email: mdinn@phmc.nf.net or by phone 709-368-3959.

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Inspections & Development Committee Approval_____

Additional comments from inspection: _____

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