

**TOWN OF STEPHENVILLE**

125 CAROLINA AVE
P.O. BOX 420
STEPHENVILLE, NL A2N 2Z5
PHONE: (709) 643-8360
EMAIL: permits@stephenville.ca
www.stephenville.ca

DEVELOPMENT PERMIT APPLICATION

OFFICE USE ONLY

DATE: _____

APPROVED BY: _____

PERMIT #:

APPROVED BY: _____

RECEIVED BY:
(initials) _____PERMIT
FEE: \$ _____

☐ New Application ☐ Renewal (Permit #: _____) ☐ Changes to Existing (Permit #: _____)

CONTACT INFORMATION

Property Owner: _____ Applicant: _____

Phone #: _____ Email: _____

Mailing Address: _____ **CONTRACTOR INFORMATION :**_____
Contractor Name: __________
Contact: _____ Phone #: __________
Email : _____**PROJECT DETAILS****ADDRESS OF CONSTRUCTION** (if different from above): _____**ZONING TYPE:** ☐ RESIDENTIAL ☐ COMMERCIAL ☐ INDUSTRIAL ☐ OTHER _____**PERMIT TYPE:** Check all that apply **PROJECT VALUE ESTIMATE (MATERIALS & LABOUR):** \$ _____☐ FENCE **Height:** Rear: _____ Front: _____ Left: _____ Right: _____☐ PATIO/DECK **Size:** Rear: _____ Front: _____ Left: _____ Right: _____☐ RENOVATIONS ☐ SITE WORK/DRIVEWAY ☐ SIGNAGE ☐ HOME OFFICE ☐ LAND RESTRUCTURING ☐ DEMOLITION☐ NEW BUILD Construction Size _____ ft² ☐ EXTENSION/ADDITION Construction Size _____ ft²☐ OTHER _____☐ ACCESSORY BLDG **Building Size:** Length: _____ Width: _____ Height: _____Foundation Type: _____ Total ft²: _____**ADDITIONAL INFORMATION**

Description: Please include a description of the work to be carried out (Example: Pave driveway, replace windows, doors, and siding)

APPLICANT SIGNATURE OF AGREEMENT

I hereby submit this application and confirm that the information supplied is correct and complete to the best of my knowledge. I agree to comply with the National Building Code of Canada, all Municipal Regulations and to commence work in accordance with the plans approved by the Town of Stephenville. I agree not to commence development without applicable written approval and permits from the Town of Stephenville and Service NL.

NOTE: Where the applicant and property owner are NOT the same, a SIGNATURE from the property owner will be required before the application can be accepted for processing.

Applicant Signature: _____ Date: _____

Owner Signature: _____ Date: _____

Applications for new buildings as well as additions/extensions to an existing building must be accompanied by a plot plan and a detailed drawing showing size, location, elevations, foundation, floor plan, wall sections, and associated details.

Plot Plan

In the space below, include a sketch showing the location of the proposed development, as well as an outline of the existing property and all buildings within its boundaries. Include measurements (length x width) of all structures, existing and proposed, and distance in relation to the boundary lines.

A large rectangular box intended for a plot plan sketch. The bottom edge of the box is a dashed line, and the word "STREET" is centered below this dashed line.