



NEW BUILDING / BUILDING EXTENSION
PERMIT APPLICATION

- ✓ Check all applicable boxes.
- ✓ Provide descriptions and maps.
- ✓ **Approval will only be granted if the application is found to conform with the Town of Fogo Island Municipal Plan and Development Regulations.**
- ✓ These documents can be viewed at the Town Office.
- ✓ Further information other than that requested on this form may be required.
- ✓ Council will approve or refuse this application within 8 weeks (56 days) of the date of receipt unless an extension is agreed upon. If not, it will be considered to have been refused.

TYPE OF BUILDING		TO BE USED FOR		OFFICE USE ONLY	
<div><input type="checkbox"/> Single Family Residence</div> <div><input type="checkbox"/> Cabin or Cottage</div> <div><input type="checkbox"/> Multi-Unit Residence</div> <div><input type="checkbox"/> Shed or Garage</div> <div><input type="checkbox"/> Stage or Wharf</div> <div><input type="checkbox"/> Outdoor Recreation</div>		<div><input type="checkbox"/> Commercial Development (coffee shop, office, etc.)</div> <div><input type="checkbox"/> Industrial (Sawmill, Warehouse, etc.)</div> <div><input type="checkbox"/> Establish a prefabricated building</div> <div><input type="checkbox"/> Forestry</div> <div><input type="checkbox"/> Agriculture</div> <div><input type="checkbox"/> Move to New Lot</div>		PERMIT NO	
				APPROVED BY	
				DATE	
PROPERTY OWNER INFORMATION					
NAME		CIVIC ADDRESS			
TELEPHONE		E-MAIL ADDRESS			
DEVELOPMENT INFORMATION					
IF THE ITEMS ABOVE, DO NOT ADEQUATELY DESCRIBE THE PROPOSED DEVELOPMENT PLEASE PROVIDE FURTHER DETAIL					
CONSTRUCTION WORK TO BE COMPLETED BY		<div><input type="checkbox"/> Self</div> <div><input type="checkbox"/> Contractor (Name) _____</div>			
ESTIMATED COST OF PROJECT		\$ _____			
IF THE SITE OF THE PROPOSED DEVELOPMENT IS ALREADY BEING USED PLEASE DESCRIBE WHAT THE LAND AND ANY BUILDING(S) ON IT ARE BEING USED FOR. IF IT IS VACANT, GENERALLY DESCRIBE THE LAND (FOREST, BOG, POND, ETC.)					
DEVELOPMENT REGULATION CHECKLIST					
LOT SIZE (m²)		ROAD ACCESS REQUIRED		DISTANCE FROM FRONT PROPERTY LINE (6 m minimum)	
		<div><input type="checkbox"/> Yes</div> <div><input type="checkbox"/> No</div>		<div><input type="checkbox"/> N/A</div>	
DISTANCE FROM OTHER BUILDINGS (1.5 m minimum separation)		CROWN LAND RESERVE (15 m from High Water Mark)			
		<div><input type="checkbox"/> N/A</div>			
SIDE PROPERTY LINES		LEFT SIDE (1.5 m minimum)		RIGHT SIDE (1.5 m minimum)	
				BACK (5 m minimum)	
LOT SURVEYED		<div><input type="checkbox"/> Yes <input type="checkbox"/> No</div>		HEIGHT OF FENCE (2 m maximum)	
COPY PROVIDED		<div><input type="checkbox"/> Yes <input type="checkbox"/> No</div>		<div><input type="checkbox"/> N/A</div>	
WHAT IS THE LAND WITHIN 30 M (100 FEET) OF THE SITE OF THE PROPOSED DEVELOPMENT BEING USED FOR? IF IT IS NOT BEING USED GIVE A GENERAL DESCRIPTION (FOREST, BOG, POND, ETC.)		NORTH			
		SOUTH			
		EAST			
		WEST			
WATER & SEWER INFORMATION					
HYDRO LOCATION		FIRE HYDRANT LOCATION			
<div><input type="checkbox"/> N/A</div>		<div><input type="checkbox"/> N/A</div>			
WATER SUPPLY		<div><input type="checkbox"/> Town Water System</div> <div><input type="checkbox"/> Private Well</div>		CURB STOP LOCATION & DISTANCE	
<div><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</div>					
SEPTIC SERVICES		<div><input type="checkbox"/> Town Sewer</div>		<div><input type="checkbox"/> Private Septic System</div>	
<div><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</div>				SEPTIC DESIGN APPROVAL	
				<div><input type="checkbox"/> Yes <input type="checkbox"/> No</div>	
SEWER LINE LOCATION & DISTANCE		OFFICE USE ONLY			
		COMPLETED BY		DATE COMPLETED	

BY SIGNING THIS PERMIT APPLICATION, YOU ARE AGREEING AND/OR ACKNOWLEDGING THE FOLLOWING		
<p>I am aware that this form is for application purpose only.</p> <p>Development will not be undertaken before written permission from the Town has been received by me.</p> <p>Only the kind of development described on this application form is to be developed and only at the site indicated. If I wish to use this site for any other purpose or undertake this development at another location, another application must first be submitted and approval from Council received by me.</p> <p>If the land to which this application pertains is owned under Squatter’s Rights, the applicant confirms that all property boundaries are correct and that the onus is on the applicant for any false or misleading information.</p> <p>If the land to which this application pertains is Crown Land, not under squatter’s rights, or land I am not the sole owner of, I am aware that approval of this application by the Town does not allow me to develop without permission from Crown Lands.</p> <p>No information that could affect a decision to approve or refuse this application has been deliberately withheld or purposely submitted incorrectly by me.</p> <p>I am aware that the Town will not grant permission to develop if any requirements of its Municipal Plan or any other applicable regulation cannot be met.</p> <p>If permission is granted, all applicable provincial and municipal laws and regulations and any conditions that the Town attaches to a development permit will be complied with.</p> <p>Lot area size – minimum 450m²</p> <p>Property frontage must be 15metres minimum</p> <p>Property rearyard depth must be 5 metres minimum.</p> <p>Buildings must be located 6 metres (19.8 Feet) away from front property line on Town bi-roads as per development regulations and 10 to 15 metres from centre of main road, as per the Town or Department of Transportation and Works guidelines (call 266-2308 for Dept. of T/W details).</p> <p>Building must be 1.5 metre minimum distance from adjacent property lines and any other buildings on the lot.</p> <p>No barn style roofs are permitted on any buildings within Tilting, unless written permission is given from the council.</p>		
FENCES ALONG STREETS		
<p>A fence may be erected in any yard of any lot provided that</p> <ul style="list-style-type: none">• it is entirely located on the lot and so as to not encroach upon any street or abutting lot;• it may be built on a lot line, in which case the Authority may require proof of the location of the lot line, and,• it has a height of no more than 2 metres, including any ornamentation or projections above the general upper line of the fence, except as otherwise provided in any Use Zone.		
SUBMIT WITH THIS APPLICATION		
<p>When Site Plan approval is required, the owner or proponent shall prepare site development plans, including landscaping, parking, lighting, roads and any or all the additional items listed below, according to the nature of the proposed development and directions of Council</p> <p>The dimension of the site to include;</p> <ul style="list-style-type: none">a) the area of the site;b) dimensions to indicate the location of all buildings;c) dimensions of buildings to provide comprehensive information of their plan form, including future buildings or expansions;d) the distance between buildings and all yards;e) other uses, a breakdown of floor area by proposed use;f) gross floor area of buildings;g) dimensions of all parking areas, access roads and driveways;h) function and type of landscaped areas;i) landscaping plan and specifications including;<ul style="list-style-type: none">• surface treatment (asphalt, grass etc.)• tree and shrub types and sizes<ul style="list-style-type: none">o location and number of trees to be retained or plantedo dimensions of buffer zones, driveways, etc.o number and size of parking spaces and locationo location and size of signageo location and width of all walkways, footpathso location of loading zonesj) proposed contours and drainage of surface runoff ditching;k) surrounding land uses;l) site constraints, e.g. right-of-ways which exist on site or adjacent to it, easements, fire routes;m) location and intensity specifications for lighting;n) location and use of outside storage areas;o) perspective drawings and plans showing 4-point building elevations and 2-way cross sections of all buildings shown on the Site Plan <p>provisions for ongoing operation of features of the development which may involve commitments or obligations of the Town of Fogo Island or its departments and agencies.</p>		
NEW CONSTRUCTION CONDITIONS		
<ul style="list-style-type: none">•The home owner and/or developer/contractor must follow the 2010 National Building Code and any supplements and amendments, as the minimum development standard, including the new emergency efficiency provisions introduced in 2012 and that the onus for compliance with the National Building Code standards is placed on the owner and/or developer/contractor.•Good drainage must be installed around the proposed footing and it shall not be drained into the Town sewer system•The home owner must contact the Department of Transportation and Works to acquire an accessibility permit.•NL Hydro must be contacted to ensure proposed buildings are not within the power line easement area. (1-888-737-1296)•Water and Sewer Hook-up - Where possible the home shall be connected into the Town’s water and sewer system and all costs associated with the installation such as materials and labour is the responsibility of the home owner, including the cost of the Town’s Maintenance Person who must be on site during the hook-up.•Qualified personnel must be hired to perform the work.•Any damage or interruption to the water and/or sewer system is the responsibility of the home owner and a 24-hour notice is to be given prior to the hook-up and/or any water interruption.•The Department of Transportation and Works must be contacted (266-2308) if the roadway is to be disturbed.•On-site sewerage disposal system – It is the homeowner’s responsibility to have the land evaluated for the installation of an on-site sewerage disposal system. This evaluation must be conducted by a registered designer and submitted to the Government Service Centre for final approval. Without final approval from the Government Service Centre, this permit is not valid.		
APPLICANT SIGNATURE OF AGREEMENT		
<p>I hereby submit and confirm that the information supplied is correct. I agree to comply with all Town Regulations and By-laws, agree to develop in accordance with the plans approved by the Town of Fogo Island, and, not to commence development without permits from the Town of Fogo Island. The Town of Fogo Island is absolved from any false or misleading information that was given to obtain this permit. I further acknowledge that I am responsible for any damages caused to neighboring or my own property. In addition, I acknowledge that I have reviewed this application and agree to provide any additional information requested.</p>		
APPLICANTS SIGNATURE	DATE	



Permit Fees:

a.	Residential Permit – New Construction or Moved to new lot	\$150
b.	Residential Shed, Fence, Deck	\$25
b.	Renovations/Extension over \$10,000	\$100
c.	Renovations/Extension under \$10,000	\$25
d.	Demolition Permit – Residential or Commercial	\$25
e.	Subdivision Permit	\$25
f.	Commercial Permit - New Construction or Moved to new lot	\$250 Minimum / 2% of Project
g.	Commercial Permit – Renovations/Extension/Fencing	\$100 Minimum / 2% of Project
h.	Ditching and Relocation and hard-surfacing of driveways	\$25
i.	Landscaping	\$25
j.	Curb Stop Installation	\$100
k.	Occupancy Permit	\$50

Curb Stop Fees:

i.	During Business Hours	\$50
ii.	After Business Hours and Holidays	\$100

Tax Certificate	\$50
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Cutting of Pavement (Town Roads)	Cost Recovery
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Other Fees and Charges	All other fees remain unchanged or at cost recovery and are subject to change within the year
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