



BUILDING DEVELOPMENT PERMIT APPLICATION FORM

PROPERTY LOCATION INFORMATION:

Civic # : _____ Street Name: _____ Date (yyyy/mm/dd): _____

STAFF USE ONLY Roll No: _____

CONTACT INFORMATION (to be completed by the applicant):

PLEASE PRINT

Applicant: _____
 Mailing Address: _____
 Phone: (Home) _____ (Work) _____
 Fax _____ (Cell) _____
 Email: _____

Builder: _____
 Mailing Address: _____
 Phone: (Home) _____ (Work) _____
 Fax _____ (Cell) _____
 Email: _____

Property Owner: Same as above or _____
 Mailing Address: _____
 Phone: (Home) _____ (Work) _____
 Fax _____ (Cell) _____
 Email: _____

It is recommended to set up a meeting with the municipal technologist at 709 896 3593 to ensure the forms and information are complete. Applications that are incomplete or missing plans cannot be processed and will be returned.

PROJECT INFORMATION:

BUILDING PERMIT APPLICATION (Please check appropriate box)

<u>BUILDING TYPE</u>	<u>CONSTRUCTION TYPE</u>				
RESIDENTIAL <input type="checkbox"/>	NEW <input type="checkbox"/>	PATIO/DECK <input type="checkbox"/>	DRIVEWAY <input type="checkbox"/>		
COMMERCIAL <input type="checkbox"/>	REPAIR <input type="checkbox"/>	ACCESSORY BLDG. <input type="checkbox"/>	FENCE <input type="checkbox"/>		
APARTMENT <input type="checkbox"/>	EXTEND <input type="checkbox"/>	GARAGE <input type="checkbox"/>	OTHER (specify _____)		
OTHER (specify _____)					

Check the box if the building and construction **DOES NOT** include electrical work. Electrical work requires an electrical permit and Certificate of Release. (Inquiries about electrical permits call Service NL at 896 5441)

Include a site layout and building plans. All applications must be accompanied by a plan showing the location and setbacks of all structures on the legal property, and , 2 sets of building plans including height (Plans reduced in size are usually acceptable but staff may require full size plans).

DESCRIPTION OF WORK :

EST. CONSTRUCTION VALUE (MATERIALS & LABOUR): \$ _____

NOTE:

≠ If applicable, (for certain commercial, industrial , and larger apartment buildings) , a Fire and Life Safety Review from Service NL will be required. Inquiries call Service NL at 896 5441. ≠ Approval forms for utility locations may be required. ≠ Provincial access permits for access to Provincial roads may be required. ≠ Inquiries about electrical permits call Service NL at 896 5441

An OCCUPANCY PERMIT is required prior to occupying any building or additions. Applications are available from the Town and should be submitted at least 2 weeks prior to completion of construction.

DECLARATION:

I hereby apply for permission to carry out the development herein. I declare that all the information given by me in connection with this application is true and correct to the best of my knowledge, and, that the development and building described, if permitted, will be carried out in accordance with all applicable laws, permits and regulations of the Province of Newfoundland and Labrador and the Town of Happy Valley-Goose Bay and in accordance with the National Building Code of Canada. I acknowledge that this is not a building permit and agree not to commence work without all applicable written approvals and permits. I acknowledge that the Town of Happy Valley-Goose Bay does not conduct site nor building inspections nor guarantees construction in accordance with the National Building Code of Canada.

NOTE: Application cannot be processed unless signed. Where the Applicant and Property Owner are not the same, the signature of the Property Owner is required or the application cannot be processed.

SIGNED BY: _____ APPLICANT: _____

PROPERTY OWNER: _____ WITNESS: _____