



TOWN OF POUCH COVE
660 Main Road (709) 335-2848 (ph)
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Pouch Cove, NL info@pouchcove.ca
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**GENERAL REPAIRS, FENCES, FIXTURES, SITE CLEARING,
LANDSCAPING, DRIVEWAYS & EXCAVATION APPLICATION**
Use this form for one or more of the project types listed below.

APPLICANT CONTACT INFORMATION			
Name:			
Mailing Address:			
Phone:		Cell:	
E-mail:			
PROPERTY / CIVIC INFORMATION			
Civic #:		Street Name:	
Property Owner:			
PROJECT INFORMATION - CHECK ALL THAT APPLY			
Type of Property:	Residential ☐ Commercial ☐ Vacant Land ☐		
Occupancy:	Occupied ☐ Not Occupied ☐ Date of most recent status change: _____		
Project Type:	Repair/Renovation/Enhancement ☐ Fence/Fixture ☐ Site Clearing ☐ Landscaping ☐ Driveway ☐ Excavation ☐		
Culvert Required?	Yes ☐ No ☐		
Proximity to Water Body:	Less than 15m ☐ More than 15m ☐		
DESCRIPTION OF PROJECT			
Describe the proposed repair, renovation, enhancement, clearing, landscaping, driveway, excavation, fence or fixture work:			
Estimated Cost of Project:			
FENCE / FIXTURE DETAILS - COMPLETE IF APPLICABLE			
Material Type:	Wood ☐ Chain link ☐ Other: _____ ☐	Height (ft):	
Fence Length (ft):		Fixture Area (sq ft):	
<i>All fence and fixture work must comply with the regulations and standard permit conditions on the following pages.</i>			
EQUIPMENT ACTIVITY - COMPLETE FOR TRUCK / HEAVY EQUIPMENT PROJECTS			
Describe the number of excavators, backhoes, dump trucks, etc. involved, together with an estimate of the total hauls of fill to be deposited or removed:			
APPLICANT SIGNATURE OF AGREEMENT			
I hereby submit this application and confirm that the information supplied is to the best of my knowledge correct. I agree to comply with all municipal regulations, the National Building Code, and agree to develop in accordance with the plans approved by the municipality, and not to commence development without applicable written approval and permits from the municipality.			
NOTE: When the applicant and the property owner are not the same, the signature of the property owner is required before the application can be accepted for processing.			
APPLICANT:		DATE:	
PROPERTY OWNER:		DATE:	
APPLICATION REQUIREMENT CHECKLIST			
☐ Application form	☐ Plot Plan with Measurements (site work / driveway / excavation)		
☐ Drawing of proposed fence or fixture (if new)	☐ Other supporting information, if required by the Town		
FOR OFFICE USE ONLY			
DATE ISSUED:		PERMIT NUMBER:	

DEVELOPMENT REGULATIONS

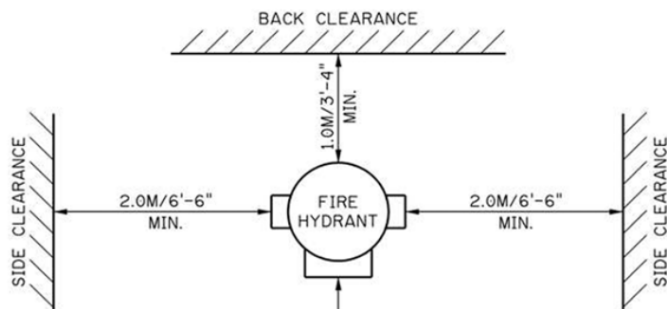
The following regulations apply according to the type of work authorized by the permit Regulations that apply to all permit types are listed once under Common Regulations.

COMMON REGULATIONS

1. Permit expires six (6) months from date issued.
2. Activities shall comply with all other terms contained in the Town of Pouch Cove Development Regulations and the Occupancy and Maintenance Regulations under the Urban and Rural Planning Act.
3. This permit does not relieve the applicant from obtaining the necessary permits or approvals under any other regulation or statute prior to commencing the development. Failure to comply with any conditions of this permit may result in its revocation and/or a STOP WORK ORDER to ongoing construction activity.
4. You have the right to appeal this permit or any conditions thereto. The appeal and a fee of \$200 plus HST (\$230.00 total) must be submitted to the Secretary of the Appeal Board at the Department of Municipal Affairs and Environment (4th floor, Confederation Building - West Block, P.O. Box 8700, St. John's, NL A1C 4J6) within 14 days of the day that you receive this order. If the appeal and fee is not submitted within this time limit, your right to appeal is considered to be forfeited.
5. If you have any questions, comments or concerns, please contact the Town Office. All fees are based on the current year's tax structure and, should there be a discrepancy, those listed in the tax structure shall govern.

FENCE AND FIXTURE REGULATIONS

1. Interpretations: in these regulations unless the context otherwise requires:
 - a) "Council" shall mean the Town Council of the Town of Pouch Cove.
 - b) "Persons" means any person, firm, partnership, association, corporation or any organization of any kind.
 - c) "Street" shall mean any street, road or highway or any other way designed or intended for public use for the passage of vehicles and pedestrians, owned by the Authority or other public agency and maintained at public expense and is accessible to Fire Department vehicles and equipment.
 - d) "Road Reservation" shall mean an area determined by Council that is reserved for a street, a future street or future street improvements and, unless specified otherwise, shall be a minimum of 9 metres in total and 4.5 metres measured from the centerline of the street.
2. All fences and fixtures may be erected only after a permit in writing has been issued by Council. No person shall erect or repair a fence except in accordance with these regulations.
3. No person shall erect any fence or fixture:
 - a) In a Road Reservation.
 - b) At a distance less than 4.8m from the center of any street or road.
 - c) At a distance less than 3m from any street pavement edge.
 - d) At a distance less than 1m from the rear or 2m from the side of hydrants or signposts.



4. Properties fronting roads belonging to the Department of Transportation and Works (Pouch Cove Line and the portion of Main Road south of the Town Hall) must comply with the Building Near Highway Regulations, 1997 under the Works, Service and Transportation Act which restricts the placement, repair, or improvement of fences, buildings, structures, trees, shrubs, or hedges within 15m of the centerline of these two roads in the Town of Pouch Cove.
5. The material or materials used in the erection or repair of a fence or fixture shall be a type which meets the approval of Council.
6. Fences and fixtures shall be maintained in a good state of repair such that:
 - a) Fence or fixture components are not broken, rusted, rotten or in a hazardous condition.
 - b) The fence or fixture does not present an unsightly appearance deleterious to abutting land or to the neighborhood.
7. No fence or fixture shall be permitted to be erected that obscures a clear view of street intersections, pedestrian pathways, driveways or other points of access or egress of vehicles or pedestrian traffic.
8. Unless otherwise specified by Council, the maximum height of a fence or fixture erected or constructed shall be 1.8m (6 feet).
9. No person shall erect an electrical fence on any land.
10. No person shall erect a fence or fixture consisting wholly or partly of barbed wire or other barbed material.
11. The issuance of a permit may not be construed as an approval for any deviations from these conditions, regardless of any sketches or information supplied in the application. Any deviation from the conditions set forth in these regulations is not permitted except by a supplemental written letter granting express approval of the deviation which is signed by the Chief Administrative Officer of the Town of Pouch Cove.

SITE CLEARING, LANDSCAPING, DRIVEWAYS & EXCAVATION CONDITIONS

- 2. All waste materials must be removed and deposited at an approved landfill site.
- 3. No more than 33% of a property may be covered with buildings and impermeable surfaces (such as buildings, pavement, etc.) without special permission from Council.
- 4. Culverts are required for driveways that cross over ditches in accordance with the Town of Pouch Cove Road Standards Regulations.
Note: If a culvert is required, a culvert deposit must be submitted to the Town.
- 5. Town services and reinstatement work must be completed in accordance with the Town of Pouch Cove 2019 Road/Cross Cut Policy or future amendment.
Note: If the project involves any cross-cuts or new service connections, the required service fees and deposits must be submitted to the Town.
- 6. New driveway accesses will require permits from the Department of Transportation and Works for properties along Main Road (south of the Town Hall) or along Pouch Cove Line.
- 7. If the property has onsite services (well and/or septic), site clearing or landscaping activities shall not be performed that could impact onsite services without approval from Service NL. It is the property owner and/or permit holder's responsibility to ensure that this has been completed.
- 8. Backfilling and site grading are to be completed with suitable material; grading is to match existing surrounding grades and provide a suitable ground cover.
- 9. The property owner and/or permit holder are responsible for ensuring adequate site security to restrict public access during associated activities.
- 10. The property owner and/or permit holder shall keep the project site in a clean condition and shall remove all rubbish and debris in a timely fashion.
- 11. The property owner and/or permit holder shall ensure any trucked debris/materials are adequately secured/contained and do not cause a nuisance.
- 12. Once the work has been completed, an inspection is required to ensure that no damage has been done to the public roadway.
- 13. Please advise the Town Office once the project has been completed so that we may update our records.

COMMON CONDITIONS ALSO APPLY

The Common Conditions on the preceding page, including permit expiry, compliance with other Town regulations, other required approvals, enforcement, appeal rights, and fee notices, form part of this permit.