



GENERAL DEVELOPMENT OR EXTENSION APPLICATION

CIVIC INFORMATION

CIVIC #: _____ STREET NAME: _____

APPLICANT CONTACT INFORMATION

NAME: _____ MAILING ADDRESS: _____
PHONE: _____ CELL: _____
EMAIL: _____

PROJECT & CONTRACTOR INFORMATION

PROJECT DETAILS

TYPE OF DEVELOPMENT: ☐ NEW CONSTRUCTION ☐ EXTENSION TO DWELLING APARTMENT? ☐ YES ☐ NO
SIZE OF DWELLING / ADDITION: LENGTH (FT) _____ WIDTH (FT) _____ HEIGHT (FT) _____
TOTAL SQUARE FOOTAGE: _____ ESTIMATED COST: _____

BUILDER OR CONTRACTOR INFORMATION

NAME OF BUILDER OR CONTRACTOR: _____
ADDRESS OF BUILDER OR CONTRACTOR: _____
CITY: _____ PHONE (INCLUDING AREA CODE): _____
EXPECTED START DATE: _____ EXPECTED COMPLETION DATE: _____

DESCRIPTION OF LAND AND SERVICES

IS CURRENT ZONING RESIDENTIAL? ☐ YES ☐ NO TYPE OF LAND: ☐ VACANT LAND ☐ EXISTING DWELLING(S)
SERVICES ON SITE: ☐ WATER/SEWER ☐ WATER ☐ WELL ☐ SEPTIC
FRONTAGE (FT): _____ DEPTH (FT): _____ TOTAL LAND AREA (FT): _____

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 | ☐ LEGAL LAND SURVEY |
| ☐ APPLICATION FEE (\$100 NON-REFUNDABLE) | ☐ PLOT PLAN WITH MEASUREMENTS * |
| ☐ PROPOSED BUILDING PLANS | ☐ AREA CLEARLY MARKED ON PROPERTY |

** The Plot Plan is a copy of your legal land survey, with the proposed dwelling drawn, accompanied by all measurements. Measurements include front, side, and rear-yard depth, dimensions of the proposed dwelling, as well as distances from the road. See reverse for details.*

DEVELOPMENT REGULATIONS

- 1 PERMIT EXPIRES ONE (1) YEAR FROM DATE ISSUED.
2 IF CULVERT IS REQUIRED, IT MUST BE INSTALLED AND INSPECTED PRIOR TO PERMIT ISSUED.
3 ALL BUILDINGS MUST COMPLY WITH THE NATIONAL BUILDING CODE AND THE TOWN OF POUCH COVE MUNICIPAL PLAN DEVELOPMENT REGULATIONS. 4 PERMITS MAY BE EXTENDED BEFORE EXPIRY DATE.

FOR OFFICE USE ONLY

PERMIT COST (\$2/SQ.M): _____ CROSS CUT FEE: _____ TOTAL PERMIT COST: _____
OCCUPANCY PERMIT FEE: _____ W/S CONNECTION FEE: _____ CULVERT FEE: _____
DATE ISSUED: _____ PERMIT NUMBER: _____

THIS APPLICATION IS TO BE SUBMITTED NO LATER THAN 4:00PM THE MONDAY PRIOR TO THE COUNCIL MEETING. FOR COUNCIL MEETING DATES, PLEASE CONTACT THE TOWN OFFICE OR VISIT WWW.POUCHCOVE.CA.

PLOT PLAN

A photocopy of your survey must be used. Record all measurements as well as the measurements for any existing dwellings or accessory buildings.

- **Front Yard Depth** is the distance between the front lot line of a lot and the front wall of the main building on the lot.
- **Rear Yard Depth** is the distance between the rear lot line and the rear wall of the main building on the lot.
- **Side Yard Width** is the distance between a side lot line and the nearest side wall of any building on the lot.
- **Frontage** is the horizontal distance between the front lot line of a lot and the front wall of the main building on the lot.

