

Town of Lewisporte
P.O. Box 219
Lewisporte, NL
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Email: info@lewisportecanada.com

BUILDING PERMIT & DEVELOPMENT APPLICATION FORM

		OR OFFICE USE			
PERMIT NO:			9		
VARIANCE:		DISCRETIONARY USE			
IS THIS APPLICATION FOR A	AN 'APPR	OVAL IN PRINCIPLE' ON	NLY? YES O	R NO	
PPLICANT / PROPERTY INFORMATION		P 1 mm			
		DATE:			
AILING ADDRESS ΓΥ:		DDOUDICE.			
FY:STAL CODE:					
ONE NUMBER:					
		CONTRACT NUMBER			
OPERTY LOCATION:		CONTRACT NONDER	-		
OPERTY OWNER: (If Different from Applicant))				
RPOSE OF APPLICATION					
ERECT (NEW):		EXTEND (NEW):			IO / DECK:
	Lagrage	REPAIR: □		SUB-DIVID	DE LOT (S):
RESIDENTIAL: □	ACCESSC	DRY BUILDING: ⊔			OTHER:
PE OF DEVELOPMENT					
SIDENTIAL: ☐ COMMERCIAL: ☐	SUBDIV	ISION: INDUSTRIA	AL: 🗆 C	THER: _	
B-DIVIDE LOT (S)					
MBER OF LOTS: FRONT	LAGE PER	NIOT: ADI	EA DED LOT	·	
MBER OF EOTS.	IAGETER	CLOT ARI	EA FER LOI		
E OF LAND TO BE DEVELOPED					
ONTAGE: DEPTH	I:	ARI	EA:		
SCRIPTION OF DEVELOPMENT (BUILDIN	C EXTE	NSION ALTERATION			
			OR AREA: _		
					_
OPOSED MEANS OF SERVICING					
JNICIPAL WATER: □	(OR ON-	SITE WELL:		
OPOSED MEANS OF SERVICING UNICIPAL WATER: □ UNICIPAL SEWER: □			SITE WELL: SITE SEPTIC		
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SKETCH OF PROPERTY SITE

In the space below, include a sketch showing the proposed development, outline of existing property and buildings within the property boundaries.

PROCESSING PROCEDURE

STEP	ITEM	DETAILS
1	Application	Land Developer is required to fill out an application (Application available at the Town Office) and provide the following information:
		a) Copy of Land Survey for the proposed property
		b) Plot Plan showing:
		Location of proposed development in relation to all boundaries
		Length, Width & Height of proposed development
		c) Building and/or Development Plans/Scheme where applicable.
2	General Processing	As per Town Policy #FN 04, 'A permit shall not be approved if there are outstanding taxes on the property in question for the previous calendar year.'
	Processing	daxes on the property in question for the previous calendar year.
		If there are no outstanding balances, the application process will be as follows:
		For minor repairs (i.e. siding, shingles, new windows, etc) the Permit is issued
		immediately upon receipt of the applicable Permit fee. For all other types of development,
		the completed application is forwarded for review by the Superintendent of Works and/or the Lands Committee.
3	Committee	The application is reviewed for compliance with the Town's "Municipal Plan and
	Processing	Development Regulations." A site visit is undertaken, if required. The application will either be:
		a) Approved (applicant notified to pick up their Permit);
		b) Conditionally Approved - variance and/or discretionary use authorization required (applicant notified of the associated advertising requirements upon completion of which the permit will be issued; or
		c) Rejected (Application forwarded to Council along with recommendation for rejection).
4	Council Processing	Processing will take place during a regular Meeting of Council. Council meetings are normally held every second week.
		The application will be reviewed and a Motion made by Council to either:
		 a) Approve the Application (applicant notified to pick up their Permit) b) Reject the Application (applicant notified in writing of decision)
5	Rejection of	Applicant's Proposed Development is turned down by Council
	Application	Applicants can appeal Council's decision within 14 days, of the rejection notification, from Council
		The Appeal can be registered with the Central Regional Appeal Board, Newfoundland and Labrador
		Appeal Application available at the Town Office

FEE STRUCTURE

ITEM	DETAILS	FEE
Residential Building Permit	Repairs/renovations up to \$20,000	\$30.00
	Fence, shed, patio, etc., requiring on-site inspection	\$40.00
	Construction exceeding \$20,000	\$1.50 per \$1,000 value
Commercial Building Permit		\$2.00 per \$1,000 value (Minimum \$50.00)
Demolition Permit Residential	\$35.00	
	Commercial	\$75.00