

Please ensure that information relevant to your application is included with your submission. For applications submitted digitally, please confirm receipt of submission and payment with the Town of Twillingate. For guidelines specific to each Land Use Zones, refer to the Development Regulations. Should you have any questions regarding submission requirements, please contact the Planning and Development Committee.

Staff will begin processing your application when all required information has been received and the application complete.

Land Title

- Recent certificate of title
- All covenants, building schemes, easements or right of ways charged on title

Site and Building Plans showing:

- All uses, existing and proposed, on the property, including buildings and structures
- Dimensions and floor areas (each floor) of all existing and proposed buildings on the property
- Heights of all existing and proposed buildings on the property
- Setbacks of all existing and proposed buildings and structures on the property, from the property line and from all natural boundaries of the sea, wetlands and watercourses, and from significant topographic features such as cliffs

Other Requirements (where applicable)

- As requested, information may be required at the applicant's expense

See next page for additional information and required signature(s).

I, _____ of _____, do solemnly declare that I completely understand that:

- **I cannot begin development of land nor erection of building until all permits have been issued and conditions complied with**
- **I realize that there may be a thirty day (30) waiting period before my application is reviewed for approval**
- **All development must be constructed in accordance with the National Building Code of Canada and Town of Twillingate Regulations**
- **The following documentation must be submitted with application**
 - **Proof of Ownership of Land**
 - **Plans/specifications of proposed building**
 - **Sketch indication of approximate location of building on land for NL Power and Municipal inspection**
- **I am completely responsible for the entire cost of water and/or sewer connections from the Town of Twillingate's main line(s)**
- **Installation of water and/or sewer lateral must be undertaken by the permit holder and inspected by municipal personnel**
- **New water connections must be turned on by municipal personnel and the property owner will be billed within 30 days following that date**
- **The property owner is responsible for damage to shutoff vales and must keep shutoff valves accessible at all times**
- **If commencement of the building does not begin within one year from the date of permit approval, the permit will be null and void and a new application must be submitted.**
- **Business Applications are subject to approval of the Government Service prior to a Municipal permit being issued**
- **I agree to notify the Town of Twillingate, Planning and Development, in writing of any changes in the above specifications before construction**
- **Any permit issued does not authorize use of Crown Land or other land without a lease agreement from the Crown or express written permission from the owner**
- **I am responsible for attaining all Government approvals needed and herein undertake to comply with all such regulations**

Date (yyyy-mm-dd) _____

Signature: _____

Office Use Only	
Date Received (yyyy-mm-dd) _____	
Received by _____	Signature _____



APPLICATION FOR BUILDING PERMIT

Town of Twillingate

Internal Use Only		SECTION 1
Application Number _____ LUZ _____ Structural Type _____ Application Set Up Information _____ _____		
Project Information		SECTION 2
Civic Address _____ Property Owner Name _____ Estimated Project Value (\$) _____		
Purpose of Application		SECTION 3
<input type="checkbox"/> New Construction <input type="checkbox"/> Extension/Addition <input type="checkbox"/> Renovation/Alteration <input type="checkbox"/> Demolition <input type="checkbox"/> Change of Occupancy <input type="checkbox"/> Repair		
Application Type		SECTION 4
<input type="checkbox"/> Patio/Deck <input type="checkbox"/> Driveway Improvements <input type="checkbox"/> Other (Describe below) <input type="checkbox"/> Accessory Building <input type="checkbox"/> Minor Landscape Alterations		

Application for Building Permit

Planning and Development

Owner Contact Information

SECTION 5

Name: _____

Address: _____ Postal Code: _____

Phone: _____ Alt. Phone: _____

Email: _____

Applicant Contact Information (if different from owner)

SECTION 6

Name: _____

Address: _____ Postal Code: _____

Phone: _____ Alt. Phone: _____

Email: _____

Contractor/Consultant Contact Information

SECTION 7

Name: _____

Address: _____ Postal Code: _____

Phone: _____ Alt. Phone _____

Email: _____

Application for Building Permit

Planning and Development

Applicant Signature of Agreement

SECTION 8

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 Town of Twillingate Regulations, agree to develop in accordance with the plans approved by the Town of Twillingate and not to commence development without applicable written approval and permits from the Town of Twillingate. In addition, I acknowledge that I have reviewed this application and agree to provide any additional information requested and to pay all applicable fees as noted on the Town's fee schedule. To view these fees, please visit the Town of Twillingate website.

Applicant Signature _____ Date (yyyy-mm-dd) _____

Property Owner Signature _____ Date (yyyy-mm-dd) _____

Staff Signature _____ Date (yyyy-mm-dd) _____