

Description	SECTION 1
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In accordance with the City's Subdivision Development Policy, this Checklist outlines the required information to be submitted for Phase 2 Acceptance of a Development where new streets/municipal servicing is proposed. This Checklist must be submitted for a Development whose application has already been approved by Planning, Engineering & Regulatory Services.

A complete acceptance package must be submitted using the standard naming formats noted below.

Checklist (To be completed by Applicant)	SECTION 2
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Development Name _____ Application Number _____

	Quality Control Report.pdf (for Asphalt and Concrete works)
	Legal Plans and Descriptions.pdf
	Undeveloped Lot Security (\$2,000/lot)

Applicant Signature	SECTION 3
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I verify that this checklist is complete and that I have the authority to sign on behalf of the Developer.

Company Name _____

Name _____ Email _____

Signature _____ Date _____

Privacy Notice	SECTION 4
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Collection of Personal information via this form is authorized under the Access to Information and Protection of Privacy Act, 2015 and is needed to verify that your Phase 2 Acceptance Submission is complete to the best of your knowledge. Questions about the collection and use of the information may be directed to the Manager of Development - Engineering, by email: planning@stjohns.ca or by phone 709-576-8220.

Please send completed form to:	Inspection Services 3 rd Floor Annex 10 New Gower Street P.O. Box 908 St. John's, NL A1C 5M2	Email: permits@stjohns.ca Fax: 709-576-8160 Call: 709-576-8565
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