

<b>Description</b>	<b>SECTION 1</b>
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The following checklist applies to the approval of the subdivision/consolidation of land to create new Lots or the reconfiguration of Lots which does not require the extension of City infrastructure, such as roads and services.

For more information, please see Section 10 of the Envision St. John's Development Regulations for Zone Standards.

<b>To Be Submitted:</b>	<b>SECTION 2</b>
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- Planning/Development Application Form
- Application fee: Subdivision (Planning and Development Fee Schedule) (\*additional Development Fees may be applicable).
- Survey – written description and plot plan showing all existing easements, encroachments, and Buildings (NAD83 Coordinates). This should be for the existing parcel/Lot configuration of land before any subdivision or reconfiguration occurs.
- Subdivision/Consolidation Plan – a plan which shows all proposed Lots or reconfiguration of Lots/land, Lot Area and Lot Frontage (provide dimensions in meters).
- Subdivision/Consolidation Checklist

<b>Checklist:</b>	<b>SECTION 3</b>
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Indicate the number of Lots proposed: \_\_\_\_\_

Are the Lots located in an unserviced area?      Yes      No

- If yes, only approval-in-principle can be granted unless Service NL certificate for Well and Septic Systems are provided.

Are Buildings Proposed to be built at this time?

- If yes, please refer to the New Dwelling/Rebuild Checklist.

Applicant Signature

**SECTION 4**

By signing this checklist, you acknowledge that the information provided is accurate.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please submit completed form to:

Inspection Services  
3<sup>rd</sup> Floor Annex  
10 New Gower Street  
P.O. Box 908  
St. John's, NL A1C 5M2

Email: [permits@stjohns.ca](mailto:permits@stjohns.ca)  
Fax: 709-576-8160  
Call: 709-576-8565