

	PERS – Planning/Development Application	Planning, Engineering & Regulatory Services
	<h2 style="margin: 0;">Planning/Development Application</h2>	
Internal Use		SECTION 1
Application Number _____ PID # _____ Staff Signature _____ Date Received _____		
Property Information		SECTION 2
Civic Number/Street Name _____		
Property Owner Contact Information		SECTION 3
Name _____		
Address _____ Postal Code _____		
Phone _____ Email Address _____		
Note: Name of property owner must match that listed on the City of St. John's Assessment Roll		
Application Type		SECTION 4
Commercial (or other Development with a parking lot)	Discretionary Use	Non-Conforming
Daycare Centre	Home Office*	Subdivision (extension of infrastructure - roads/services)
Daycare (Dwelling)	Home Occupation	Lot Approval / Subdivision / Consolidation
New Dwelling/Vacant Lot/Rebuild	Rezoning (Municipal Plan/Development Regulations)	Other (No checklist required)
<p><u>Checklist</u> for each application type must be submitted</p> <p>* Home Office – Development Application is not required. The Home Office checklist must be submitted with the Application for Building Permit to the Building Counter.</p>		

Subsidiary Dwelling Units, Backyard Suites and Tiny Homes Housing Grant:

- A one-time grant of up to \$20,000 will be available to homeowners looking to build a subsidiary dwelling unit (apartment) or backyard suite at their primary residence or a tiny home on its own lot.
- The following [HAF application form](#) must be submitted.

I would like to apply for the HAF Grant for my Approved Building Project.

Multi-Purpose Built Rentals Incentives:

- The City of St. John's entered a Housing Accelerator Fund (HAF) Agreement with the commitment to provide incentives to encourage the development of, or conversion to, Multi-Unit Purpose Built Rentals housing projects (PBR). PBR projects are defined as: "Attached multi-unit housing of at least four (4) private dwelling units (with private kitchen, bathroom, and living area[s] for each dwelling unit) built specifically for long-term rental tenure." This will apply to redevelopment projects.
- Eligible applicants/projects include approved projects between August 01, 2024, and December 31, 2026, with at least 75% of the dwelling units designated for long-term residential rental accommodation. This incentive will allow for the exemption of permit fees that include: Building Permit, Plumbing Permit, Electrical Permit, and Development Application and Development Permit Fees. ***Development Agreement and Appeal Fees are not subject to exemption. Eligible fee exemptions apply only to projects approved. Approved projects must be completed with a occupancy permit issued by December 31, 2027, failing which any exempted fees will become immediately payable by the applicant.

I would like to apply for the HAF Waiver of Fee Program for my Approved Building Project.

PERS – Planning/Development Application		Planning Engineering & Regulatory Services
Applicant Signature of Agreement		SECTION 9
<p>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 City Regulations & By-Laws, agree to develop in accordance with the plans approved by the City of St. John's and not to commence development without applicable written approval and permits from the City of St. John's. 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 City's fee schedule (www.stjohns.ca). To view these fees, please click on the link below that pertains to your application:</p> <p>Planning and Development Fee Schedule</p> <p>Note: Where the applicant and property owner are not the same, the signature of the property owner is required before the application can be accepted for processing.</p> <p>Applicant Signature_____ Date (yyyy-mm-dd)_____</p> <p>Property Owner Signature_____ Date (yyyy-mm-dd)_____</p>		
Privacy Statement		SECTION 10
<p>Collection of Personal information via this form is authorized under the Access to Information and Protection of Privacy Act, 2015 and is needed to process your Planning/Development Application. Questions about the collection and use of the information may be directed to the Supervisor of Planning and Development by email: planning@stjohns.ca or by phone 709-576-8220.</p>		
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

ST. JOHN'S

NEWFOUNDLAND AND LABRADOR, CANADA