

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                               |                                                            |                  |                           |                        |            |                     |                    |              |                    |      |                      |             |                        |
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|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>PERS – Application for Building Permit</b> | <b>Planning, Engineering<br/>&amp; Regulatory Services</b> |                  |                           |                        |            |                     |                    |              |                    |      |                      |             |                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>Application for Building Permit</b>        |                                                            |                  |                           |                        |            |                     |                    |              |                    |      |                      |             |                        |
| Internal Use Only                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                               | SECTION 1                                                  |                  |                           |                        |            |                     |                    |              |                    |      |                      |             |                        |
| Application Number _____ Property Class _____ Structural Type _____<br>Application Set Up Information _____<br>_____<br>_____<br>_____                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                               |                                                            |                  |                           |                        |            |                     |                    |              |                    |      |                      |             |                        |
| Project Information                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                               | SECTION 2                                                  |                  |                           |                        |            |                     |                    |              |                    |      |                      |             |                        |
| Civic Address _____ Lot # _____<br>Business Name _____ Project Value Estimate (\$) _____<br>(if applicable)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                               |                                                            |                  |                           |                        |            |                     |                    |              |                    |      |                      |             |                        |
| Purpose of Application                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                               | SECTION 3                                                  |                  |                           |                        |            |                     |                    |              |                    |      |                      |             |                        |
| <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">New Construction</td> <td style="width: 33%;">Extension/Addition</td> <td style="width: 33%;">Renovation/Alternation</td> </tr> <tr> <td>Demolition</td> <td>Change of Occupancy</td> <td>Repair</td> </tr> </table> <p style="text-align: center; margin-top: 10px;"><b>Each new construction project requires the submission of a separate application form</b></p>                                                                                                                                                                       |                                               |                                                            | New Construction | Extension/Addition        | Renovation/Alternation | Demolition | Change of Occupancy | Repair             |              |                    |      |                      |             |                        |
| New Construction                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Extension/Addition                            | Renovation/Alternation                                     |                  |                           |                        |            |                     |                    |              |                    |      |                      |             |                        |
| Demolition                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Change of Occupancy                           | Repair                                                     |                  |                           |                        |            |                     |                    |              |                    |      |                      |             |                        |
| Application Type                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                               | SECTION 4                                                  |                  |                           |                        |            |                     |                    |              |                    |      |                      |             |                        |
| <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Dwelling</td> <td style="width: 33%;">Apartment/Secondary Suite</td> <td style="width: 33%;">Commercial Building</td> </tr> <tr> <td>Patio/Deck</td> <td>Fence</td> <td>Accessory Building</td> </tr> <tr> <td>Pool/Hot Tub</td> <td>Site Work/Driveway</td> <td>Sign</td> </tr> <tr> <td>Wood Stove/Fireplace</td> <td>Home Office</td> <td>Other (describe below)</td> </tr> </table> <p style="margin-top: 10px;">Detailed Description of Proposed work:</p> <div style="height: 100px; border: 1px solid #ccc; margin-top: 5px;"></div> |                                               |                                                            | Dwelling         | Apartment/Secondary Suite | Commercial Building    | Patio/Deck | Fence               | Accessory Building | Pool/Hot Tub | Site Work/Driveway | Sign | Wood Stove/Fireplace | Home Office | Other (describe below) |
| Dwelling                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Apartment/Secondary Suite                     | Commercial Building                                        |                  |                           |                        |            |                     |                    |              |                    |      |                      |             |                        |
| Patio/Deck                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Fence                                         | Accessory Building                                         |                  |                           |                        |            |                     |                    |              |                    |      |                      |             |                        |
| Pool/Hot Tub                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Site Work/Driveway                            | Sign                                                       |                  |                           |                        |            |                     |                    |              |                    |      |                      |             |                        |
| Wood Stove/Fireplace                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Home Office                                   | Other (describe below)                                     |                  |                           |                        |            |                     |                    |              |                    |      |                      |             |                        |

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| <b>PERS – Application for Building Permit</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Planning, Engineering &amp; Regulatory Services</b> |
| Owner Contact Information                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>SECTION 5</b>                                       |
| Name _____<br>Address _____ Postal Code _____<br>Phone (Home) _____ (Work) _____ (Cell) _____<br>Email Address _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                        |
| <b>Note: Name of property owner must match that listed on the City of St. John's Assessment Roll</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                        |
| Applicant Contact Information (if different from owner)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>SECTION 6</b>                                       |
| Name _____<br>Address _____ Postal Code _____<br>Phone (Home) _____ (Work) _____ (Cell) _____<br>Email Address _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                        |
| Contractor/Consultant Contact Information (Optional)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>SECTION 7</b>                                       |
| Name _____<br>Address _____ Postal Code _____<br>Phone (Home) _____ (Work) _____ (Cell) _____<br>Email Address _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                        |
| Applicant Signature of Agreement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>SECTION 8</b>                                       |
| <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 &amp; 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 (<a href="http://www.stjohns.ca">www.stjohns.ca</a>). To view these fees, please click on the link below that pertains to your application:</p> <p><a href="#">Inspection Services Fees and Rates</a></p> <p><b>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.</b></p> <p>Applicant Signature _____ Date (yyyy-mm-dd) _____</p> <p>Property Owner Signature _____ Date (yyyy-mm-dd) _____</p> <p>Staff Signature _____ Date (yyyy-mm-dd) _____</p> |                                                        |

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| <b>PERS – Application for Building Permit</b>                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                   | <b>Planning, Engineering &amp; Regulatory Services</b>                                                                                                   |
| Privacy Notice                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                   | <b>SECTION 9</b>                                                                                                                                         |
| <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 Permit Application. Questions about the collection and use of the information may be directed to the Manager of the Regulatory Services Division, by email: <a href="mailto:building@stjohns.ca">building@stjohns.ca</a> or by phone 709-576-8565.</p> |                                                                                                                                   |                                                                                                                                                          |
| <p>Please send completed form to:</p>                                                                                                                                                                                                                                                                                                                                                                                      | <p>Inspection Services<br/> 3<sup>rd</sup> floor Annex<br/> 10 New Gower Street<br/> P.O. Box 908<br/> St. John's, NL A1C 5M2</p> | <p>For further information:</p> <p>Phone: 709-576-8565<br/> Fax: 709-576-8160<br/> Email: <a href="mailto:permits@stjohns.ca">permits@stjohns.ca</a></p> |