

ST. JOHN'S	PERS – Accessory Building Checklist	Planning, Engineering & Regulatory Services
	Accessory Building Checklist	
Accessory Buildings Less than 55m ² (592ft ²) in Area		SECTION 1
Building Permit Application form to be completed and submitted. The following information is required prior to submitting the application: • Property location, civic address • Applicant name, address, signature and email address • Property owners name, address, signature and email address • Brief description of project • Estimated cost of construction • Foundation type • Indicate if electrical or plumbing services are required Please be advised the application is required to be signed by both the property owner and the applicant prior to this application being accepted by the City of St. John's Copy of the legal survey to be submitted indicating location of accessory building • Illustrate dimensions from accessory building to property lines and any building (main or accessory) on the survey ○ side & rear yard setbacks – 1.2m (4ft) min ○ distance from any building (main or accessory) – 2.4m (8ft) min • Accessory building to be located in the side or rear yard, behind the building line Accessory Building Specifications form to be entirely completed and submitted If the design differs from that outlined on the Accessory Building Specifications form, a sketch of the proposed accessory building shall be provided		
Accessory Buildings exceeding 55m ² (592ft ²) in Area		SECTION 2
1. Copy of the Legal Survey is required to be submitted (same as above) 2. Application form to be completed (same as above) 3. Accessory Building form to be completed and submitted (same as above) 4. Complete set of design drawings including the following shall be submitted for review: • Floor plan(s), complete with all applicable dimensions • Front, right, rear and left side elevations, complete with all applicable dimensions as well as mean height • Foundation type		