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| <b>ST. JOHN'S</b> | <b>PERS – Planning/Development Application</b> | <b>Planning, Engineering &amp; Regulatory Services</b> |
|                   | <b>Planning/Development Application</b>        |  |

|              |                  |
|--------------|------------------|
| Internal Use | <b>SECTION 1</b> |
|--------------|------------------|

Application Number \_\_\_\_\_ PID # \_\_\_\_\_

Staff Signature \_\_\_\_\_ Date Received \_\_\_\_\_

|                      |                  |
|----------------------|------------------|
| Property Information | <b>SECTION 2</b> |
|----------------------|------------------|

Civic Number/Street Name \_\_\_\_\_

|                                    |                  |
|------------------------------------|------------------|
| Property Owner Contact Information | <b>SECTION 3</b> |
|------------------------------------|------------------|

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

|                  |                  |
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| Application Type | <b>SECTION 4</b> |
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| 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)                              |

**Checklist for each application type must be submitted.**

\* Home Office – Development Application is not required. The Home Office checklist must be submitted with the Application for Building Permit to the Building Counter.



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 an occupancy permit issued by December 31, 2027, failing which any exempted fees will become immediately payable by the applicant.
- Applicants are advised that applications will be assessed on a first come first serve basis until December 31, 2026, or until funds have been exhausted, whichever occurs first.

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

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](http://www.stjohns.ca)). To view these fees, please click on the link below that pertains to your application:

[Planning and Development Fee Schedule](#)

**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.

Applicant Signature \_\_\_\_\_ Date (yyyy-mm-dd) \_\_\_\_\_

Property Owner Signature \_\_\_\_\_ Date (yyyy-mm-dd) \_\_\_\_\_

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| <b>PERS – Planning/Development Application</b>   |  | <b>Planning Engineering &amp; Regulatory Services</b>   |
| Privacy Notice   |  | <b>SECTION 10</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 Planning/Development Application. Questions about the collection and use of the information may be directed to the Supervisor of Planning and Development by email: <a href="mailto:planning@stjohns.ca">planning@stjohns.ca</a> or by phone 709-576-8220.</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>Email: <a href="mailto:permits@stjohns.ca">permits@stjohns.ca</a><br/> Fax: 709-576-8160<br/> Call: 709-576-8565</p> |