

FILE NO.: _____ (office use only)

PARCEL ID: _____ (office use only)



Town of Marystown
150-168 Ville Marie Drive, P.O. Box 1118
Marystown, NL AOE 2M0
Telephone (709) 279-1661 Fax (709) 279-2862
info@marystown.ca www.marystown.ca



BUSINESS DEVELOPMENT APPLICATION – BUSINESS / COMMERCIAL / INDUSTRIAL

Applicant Name: _____ Ph: (H) _____ (C) _____

Mailing Address: _____

Email Address: _____

Property Owner Name: _____ Ph: (H) _____ (C) _____

Mailing Address: _____

Contractor: _____ Ph: (H) _____ (C) _____

TYPE OF PERMIT REQUESTED

- ☐ Commercial Building ☐ Commercial Accessory Building ☐ Commercial Fence
☐ Commercial Exterior Renovations ☐ Commercial Interior Renovations ☐ Commercial Building Extension
☐ Commercial Demolition/Removal ☐ Change of Use ☐ Other (Specify): _____

TYPE OF COMMERCIAL DEVELOPMENT

☐ Office ☐ Retail ☐ Services ☐ Industrial ☐ Other # of Parking Spaces: _____

Civic Address of Development: _____

Important: The civic address must be clearly visible from the roadway prior to Occupancy Permit being issued.

DESCRIPTION OF LAND TO BE DEVELOPED

Estimated Cost of Development: \$ _____

Frontage: _____ (m/ft) Depth: _____ (m/ft) Area: _____ (m/ha or ft/acre) As per Survey: ☐

An Excavation Permit is required prior to the development. Has an Excavation permit been obtained? ☐ Yes ☐ No

USE OF ADJACENT LAND

North _____ South _____ East _____ West _____

Are there any easements on the property?

Water ____ Yes ____ No Sewer ____ Yes ____ No Drainage ____ Yes ____ No Powerlines ____ Yes ____ No

Other ____ Yes ____ No (Please specify): _____

Are there any wetlands, waterbodies or waterways located on or adjacent to the property? Yes ☐ No ☐

If yes, please identify where: _____

For additional information visit Water Resources Management Division at <https://www.gov.nl.ca/eccc/waterres/permits-licenses/appforms/>

EXISTING LAND USES (Check Appropriate Box(es) & Specify)

☐ Residential ☐ Unknown ☐ Commercial ☐ Agricultural ☐ Other

☐ Crown Land Crown Land No.: _____

(IMPORTANT: Attached Crown Lands Conditional Approval Letter)

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DESCRIBE BUILDING (OR EXTENSION) Circle the applicable measurement unit indicated.

Dimension: Length _____ x Width _____ (m/ft) Building Footprint: _____ (m²/ft²) Height: _____ (m/ft)

Foundation Type: _____ # Washrooms: _____

SERVICING

☐ Private Well ☐ Municipal Water ☐ Private Septic ☐ Municipal Septic

(NOTE: Private Septic **must** submit an approved septic design plan) For more information, please see the Town of Marystown's Water and Sewer Regulations (<https://marystown.ca/site/uploads/2020/09/water-and-sewer-regulations.pdf>)

PROPOSED MEANS OF ACCESS (DRIVEWAY)

☐ Existing Access ☐ New Access (Culvert) ☐ Municipal Road ☐ Provincial Road

(NOTE: Provincial Roads **must** obtain access approval from the Department of Transportation and Infrastructure. Please visit <https://www.gov.nl.ca/gs/licences/land-dev/highway/>)

IMPORTANT – This Application Must Be Accompanied With:

☐ A Legal Land Survey of the Lot ☐ Proposed Building Plans ☐ Complete Plot Plan ☐ Engineering Plans

* All Commercial/Industrial Applications must be forwarded to Government Services (<https://www.gov.nl.ca/gs/>)

** Applicant is responsible for obtaining Fire & Life Safety Inspection & Other Government Services Requirements

Please read and check each of the following to ensure complete understanding:

- ☐ I cannot begin development of land nor erection of the building until all permits have been issued and conditions complied with.
- ☐ I realize that there may be at least a two-week waiting period before my application is brought before Council.
- ☐ I am responsible for the cost of water or sewerage connections from the Town's main line(s).
- ☐ I agree to payment of hook-up within 30 days after installation or 30 days after occupancy. I realize that service can be disconnected if payment is not made within the 30-day period.
- ☐ I am responsible for the cost of an 18" diameter culvert which the Town will install prior to occupancy.
- ☐ I agree to provide copies of easement for road, sewer, etc.; if applicable.
- ☐ If commencement of the building does not begin within two years from the date of Council's approval, the permit will be null and void and a new application must be submitted to Council.
- ☐ A permit cannot be issued until application is approved by Council.
- ☐ A permit cannot be issued until recommendations are received from the Department of Health and Community Services, Department of Environment, Conservation and Climate Change, Department of Transportation and Infrastructure and other Government Services, etc.; if applicable.
- ☐ I agree to notify Council in writing of any changes in the above specifications before construction.
- ☐ The land or building must not be occupied without an Occupancy Permit.
- ☐ Any permit issued does not authorize use of crown land or other land without a lease or grant from the Crown or permission from the owner.
- ☐ I am completely responsible for attaining legal ownership of my land and right of way pertaining thereto and Council has no jurisdiction over land ownership, and I herein agree to provide Council with a Legal Survey of my land.
- ☐ I am responsible for attending to all Government approvals needed; and herein undertake to comply with all such regulations.
- ☐ It is my responsibility to ensure that all construction and renovations comply with the requirements of the Town of Marystown's Development Regulations (<https://marystown.ca/site/uploads/2020/09/development-regulations-2017-2027.pdf>), the National Building Code and National Fire Code and its supplementary codes for all work undertaken.

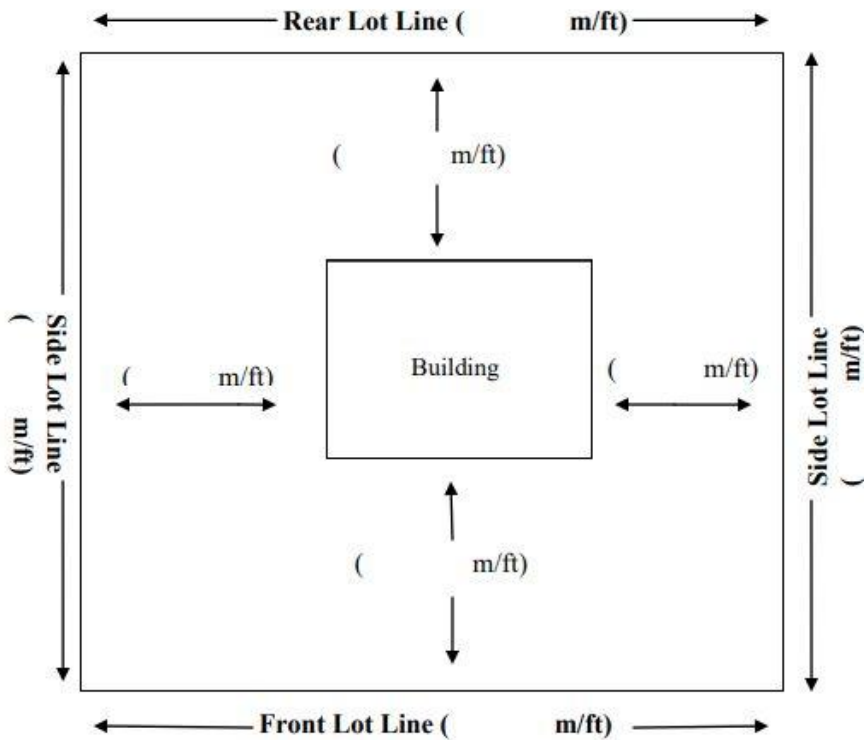
I, _____, hereby apply for permission to carry out the development described herein. I declare that all information given by me in connection with this application is true and correct to the best of my knowledge and belief and that the development described in this application, if permitted, will be carried out in accordance with all applicable laws and regulation of the Province and Municipality.

Date: _____ Signature: _____

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PLOT PLAN

- Indicate the proposed location of the new Building in relation to the Lot Lines.
- Indicate the location of Accessory Buildings, Fences, and extensions in relation to the Existing Building and the Lot Lines.
- Indicate the distance between the Accessory Building and the Existing Building
- Indicate Driveway Location.



Street Name & Number: _____

OFFICE USE ONLY

PLANNING & DEVELOPMENT DEPARTMENT USE ONLY

The area applied for is zoned:
☐ Residential
☐ Commercial
☐ Industrial
☐ Other

The proposed use is:
☐ Permitted
☐ Discretionary
☐ Not Permitted

☐ Civic Address Confirmed
☐ Permit Payments Received

STATUS OF APPLICATION

☐ Approved
Date: _____

☐ Rejected
Date: _____

☐ Deferred
Date: _____

Reason for Deferral: _____

PUBLIC WORKS DEPARTMENT USE ONLY

Request for Municipal Water and/or Sewer Hook-up

Date of Hook-Up: Water _____

Date of Hook-up: Sewer _____

Date Septic Tank Inspected: _____

Date Driveway Access (Culvert): _____

FINANCE DEPARTMENT USE ONLY

Occupancy Permit Obtained: _____

Date Info sent to MAA: _____

MAA Response Received: _____

Info Inputted to TownSuite: _____

Comments: _____