



THE TOWN OF TORBAY

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TORBAY, NL
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BUILDING PERMIT & DEVELOPMENT APPLICATION FORM

OFFICE USE ONLY: DATE RECEIVED: _____ APPLICATION FEE \$: _____
STAFF INITIALS: _____ PERMIT NO.: _____

(A) APPLICANT/PROPERTY INFORMATION

APPLICANT: _____ HOME PHONE: _____
MAILING ADDRESS: _____ WORK PHONE: _____

FAX NUMBER: _____

E-MAIL: _____
PROPERTY ADDRESS / LOT NO.: _____

PROPERTY OWNER: _____
CONTRACTOR: _____ CONTACT NO.: _____

(B) PURPOSE OF APPLICATION

BUILD HOUSE : (Single Family / Two Apt.) BUILD SHED/GARAGE : DEMOLITION :
BUILDING EXT. / RENOVATIONS: BUILD DECK/PATIO : COMMERCIAL BUILDING :
BUILDING LOT APPROVAL : SUB-DIVIDE LOT (S) : OTHER: _____

Note : To give more details and description please use reverse side

(C) TYPE OF DEVELOPMENT

PERSONAL HOME : SUBDIVISION : COMMERCIAL : INDUSTRIAL : OTHER: _____

(D) NEW BUSINESS (If Applicable)

IF NEW BUSINESS PLEASE ENSURE BUSINESS DEVELOPMENT APPLICATION FORM (TOT-002) IS COMPLETED

(E) DESCRIPTION OF HOUSE/BUILDING & LAND

BUILDING SIZE: _____ HEIGHT: _____ FLOOR AREA: _____
LAND FRONTAGE: _____ DEPTH: _____ AREA: _____
TOWN SERVICES: ON SITE SERVICES:
ESTIMATE COST OF DWELLING: _____ START DATE: _____ FINISH DATE: _____

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 Municipal Regulations and agree to develop in accordance with the plans approved by the municipality, and not to commence Development without applicable written approval and permits from the municipality.

Note: Where the Applicant and the Property Owner are **not the same**, the signature of the Property Owner is required **before** the application can be accepted for processing.

Applicant: _____ Date: _____
Property Owner: _____ Date: _____

IMPORTANT THIS APPLICATION MUST BE ACCOMPANIED WITH:

- 1) A Legal Land Survey of the Lot
- 2) Proposed Building Plans
- 3) Processing Fees (Nonrefundable)
- 4) The Proposed Site must be clearly marked in the field with corner posts and the applicants name clearly indicated
- 5) Development Plans / Scheme if applicable

**This Application is to be submitted no later than noon, the Thursday prior to the Council Meeting
Council Meeting Times and Dates can be determined by calling the Town of Torbay Office**



ADDITION INFORMATION
