

**THE TOWN OF STEPHENVILLE**  
P.O. BOX 420, STEPHENVILLE, NL A2N 2Z5  
TELEPHONE (709) 643-8360 : FAX (709) 643-2770

Permit No. \_\_\_\_\_

Application for permit to: Erect  Alter  Extend  Repair  Relocate   
Change use from \_\_\_\_\_ to \_\_\_\_\_

Type of Building Res.  Comm.  Ind.  Access.  Mobile Home   
Other  (Please Specify) \_\_\_\_\_

**ALL APPLICANTS MUST COMPLETE SECTIONS A, B, C, AND D.**

Failure to fully complete this application may result in a processing delay until all information is received.

**For all Construction** (eg. sheds, fences), this application must be accompanied by a **Plot Plan** (complete Section C below).

**For all new construction**, this application must be accompanied by a **Plot Plan** (complete Section C below or include Location Certificate) and **two (2) sets of construction drawings** which include a detailed cross-section of the entire building, basement and floor plans, and front, rear, left and right elevation plans.

**For commercial and industrial buildings**, this application must be accompanied by all requirements for new construction plus complete electrical, plumbing, and heating plans and completed N.B.C. form.

**Permit fee includes non-refundable processing fee of \$25.00.**

<p><b>SECTION A</b></p> <p>Owner's Name: _____</p> <p>Address: _____</p> <p>City _____ P. Code _____ Tel. _____</p> <p>Applicant's Name: _____</p> <p>Address: _____</p> <p>City _____ P. Code _____ Tel. _____</p> <p>Lot Area _____ Building Area _____</p> <p>Total Floor Area _____</p> <p>Total Estimated Cost of Proposed Work including Labour and Materials \$ _____</p> <p><b>SECTION B</b></p> <p>If proposed work is to be alterations or extensions, please describe below:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p><b>SECTION C</b> All measurements are in Metric <input type="checkbox"/> Imperial <input type="checkbox"/></p> <p align="center"><b>PLOT PLAN</b></p> <p>Street Address of Proposed Development _____</p> <p align="center">LOT REAR</p> <div style="text-align: center;"> </div> <p align="center">LOT FRONTAGE</p> <p align="center">Street Front (Name) _____</p>
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**SECTION D**

I, \_\_\_\_\_, of \_\_\_\_\_ in the Province of Newfoundland, do solemnly declare that the plans, specifications and statements herein contained in the said application conform to the best of my belief to the requirements of the National Building Code and all Town of Stephenville Regulations and are made with full knowledge of the circumstances connected with the same, and that the above regulations will be complied with in the development whether specified herein or not. I make this solemn declaration, conscientiously believing it to be true, and knowing that it is of the force and effect as if made under oath.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_,

Witness \_\_\_\_\_ Signature \_\_\_\_\_

**FOR TOWN OF STEPHENVILLE USE ONLY:**

REMARKS:

Approved by:	Engineering Department	Fire Department	Town Manager
DATE:			