



ACCESSORY BUILDING AND ACCESSORY USES APPLICATION

OFFICE USE ONLY

Date Received:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Fee:	Date:
Receipt #	

Applications with incomplete or missing information will not be processed until all required documentation is received.

Section 1: Applicant and Property Location

Applicant:	Property street address:
Mailing address:	
Email:	Phone #(s):
Owner (Attach proof of ownership):	

Section 2: Project Information

- ☐ Shed / Accessory Building
 ☐ Deck / Patio / Bridge
 ☐ Driveway/ Culvert
 ☐ Greenhouse
☐ Fence
☐ Retaining Wall
☐ Swimming Pool
☐ Other _____

Describe the proposed development:	Estimated project cost:
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Application Type: ☐ New Application ☐ Extension

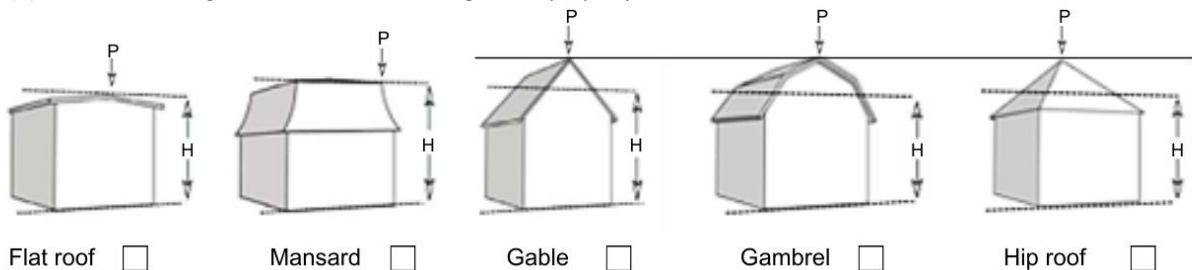
As per the Town of Bonavista Development Regulations, all permits expire two years from the date of issuance. Extensions may be granted for one year from the expiry date.

Property size:	Zone: What zone is the property located in? Note discretionary use notice may be required:
Who is completing the work: <input type="checkbox"/> Self <input type="checkbox"/> Contractor	Contractor name and contact info:

Is this for business use (home, commercial, industrial, or other)? ☐ Yes ☐ No

If yes, additional permits may be required, and other government agencies may need to be referred.

Indicate the building type and use the diagram below to determine the height. The overall height of any accessory building to the **Peak (P)** **MUST NOT** be higher than the main building on the property.



BUILDING HEIGHT (H) means the vertical distance, measured in metres, from established grade to the:

1. Flat Roof: the highest point of the roof surface,
2. Mansard Roof: deck line of a mansard roof; and
3. Gable/Gambrel/Hip: mean height level between the eave and ridge of a gable, hip, or gambrel roof and in any case, a building height shall not include mechanical structures, smokestacks, steeples, and purely ornamental structures above a roof.

Building Dimensions:	Length:	Width:	Height:
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Exterior materials and finish:		Roof sheathing (type):		How many storeys:
Will dormers be added: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what style:				
<div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center;"> <input type="checkbox"/> Peak </div> <div style="text-align: center;"> <input type="checkbox"/> Shed </div> <div style="text-align: center;"> <input type="checkbox"/> Hipped </div> <div style="text-align: center;"> <input type="checkbox"/> Eyebrow </div> <div style="text-align: center;"> <input type="checkbox"/> Semicircular </div> </div>				
Foundation type:		<input type="checkbox"/> Slab on grade <input type="checkbox"/> Footing & frost wall <input type="checkbox"/> Post & beam		
Water & sewer required: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, a separate hook-up application is required		Servicing: <input type="checkbox"/> Onsite well <input type="checkbox"/> Onsite septic <input type="checkbox"/> Municipal water <input type="checkbox"/> Municipal sewer		
Fence/Retaining Wall	Fence Height:	Type of Materials Used:		
Deck / Patio / Bridge Swimming pool	Length:	Width:	Height:	
	Type of Materials Used:			

Section 3: Site Plan

Site plan included: ☐ Yes ☐ No

Applicant **must** submit a neat drawing, preferably on a Surveyor's Real Property Report, indicating the dimensions of the proposed accessory building, setbacks from property boundaries, the distance from the existing dwelling, and all other buildings. Hand-drawn scaled drawings may be accepted if all required detail is shown.

Facade sketch included: ☐ Yes ☐ No

A facade sketch of the accessory building with measurements is required.

Any fill material must be imported or removed: ☐ Yes ☐ No Comments:

Where fill material must be removed or brought to the property to prepare the site for construction, Town staff will inspect to determine if the grading may affect adjacent properties. If grading may be an issue, the Town reserves the right to require a grading plan.

Applicant Signature of Agreement

I, _____ of _____ in the Province of Newfoundland & Labrador, do solemnly declare that the plans, specifications and statements herein contained in the said application are true and conform to the best of my belief to the requirements of the Regulations of the Town of Bonavista with full knowledge of the circumstances connected with same and that the Development 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.

Applicant signature: _____ Date: _____

Property owner signature (if required) _____ Date: _____

OFFICE USE ONLY		
Chief Administrative Officer	Director of External Operations	Date
Economic Culture and Heritage Officer	Water and Sewer	



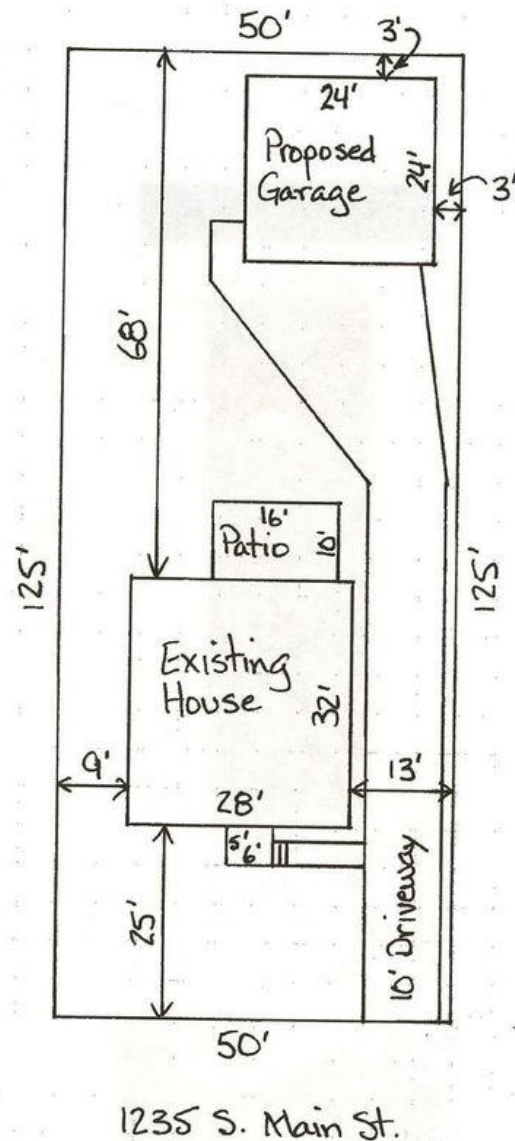
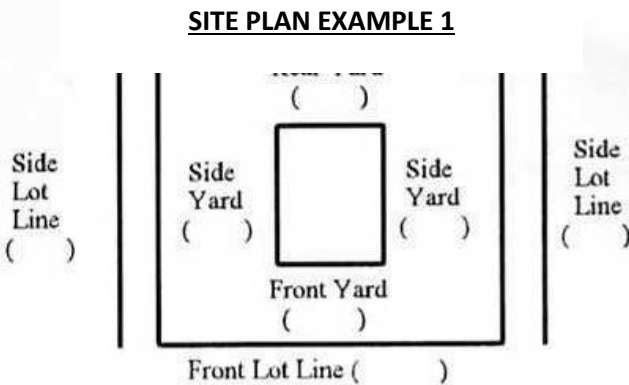
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SITE PLAN EXAMPLE (ATTACH TO APPLICATION)

MUST BE CLEARLY SKETCHED ON A LEGAL SURVEY OR SURVEYOR'S REAL PROPERTY REPORT

Mandatory information (dimensions in metric)

- Front/side/rear yards; building line
- Distance between buildings, fences, patios/decks
- All existing and proposed structures
- Fence / retaining wall locations
- Deck / Patio / Bridge locations
- Access: driveway and parking
- Wetlands/waterbodies/steep slope
- Easements



SITE PLAN EXAMPLE 2