

Property Address: _____ Unit Number (if applicable): _____

Section 1 Applicant

Property Owner
 Tenant
 Contractor
 Other : _____

Name: _____ Email: _____ Phone: _____

Mailing Address: _____ Postal Code: _____

Legal Business Name: _____ Operating Name: _____

Section 2 Tenant (if applicable) Same as Applicant

Name: _____ Email: _____ Phone: _____

Mailing Address: _____ Postal Code: _____

Legal Business Name: _____ Operating Name: _____

Section 3 Registered Property Owner Same as Applicant

Name: _____ Email: _____ Phone: _____

Mailing Address: _____ Postal Code: _____

Legal Business Name: _____ Operating Name: _____

Declaration: I, _____, am the registered owner of the property in this application, and hereby give my consent for the application to be submitted for this proposed use.

Section 4 Project Type

Tenant Fit-up
 Construct New Building
 Renovate/Expand
 Demolition
 Other: _____

Section 5 Permit Details

Tenant Fit-up Permitted Use
 Development Approval
 Approval in Principle
 Building Permit

Note: Application will be reviewed for accuracy and additional fees may be required. Applicants are encouraged to speak with the Planning and Protective Services Department prior to application submission: 709-782-3802.

Section 6 Business Description

Describe the business proposed for this location: _____

New Occupancy
 Change of ownership/transfer
 Number of Employees: _____

Expansion
 Change of location.
 Alcohol will be served on premise

Previous Location: _____



Section 7 Construction/Renovation Details

No construction/renovation being completed

Description of proposed work: _____

of Parking stalls: _____ # of washrooms: _____ Est. Value of Work: _____ Heating Type: _____

Building/Unit Dimensions: (L) _____ m / ft (W) _____ m / ft (H) _____ m / ft

Building Square Footage: _____ Unit Square Footage: _____

Proposed Means of Access: Existing Access New Access

New Builds/Extensions As per Survey Attached

Description of land to be developed: Frontage: _____ (m/f.) Depth: _____ (m/ft.) Area: _____ (m²/ft²)

Proposed Means of Servicing:

- Municipal Sanitary Sewer On-site Septic Disposal System (Service NL Approval Required)
- Municipal Water On-site Drilled Well (Service NL Approval Required)
- Municipal Storm Weeping Tile to Dry Pit or Other: _____

Section 8 Contact Preferences

All correspondence related to this application to be sent electronically to Email: _____

I give permission to be contacted by the Economic Development Officer: Yes No

Note: 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 application. Questions about the collection and use of the information may be directed to planning@paradise.ca

Section 9 Fees and Submission Checklist

Processing Fees: \$200.00 per unit ; Occupancy Permit Transfers is \$100. Approval in Principle is \$50.

Occupancy permits are \$250 once application is processed. Additional fees may apply upon review of application. Cheque, cash or debit only. Payment for the Permit is required to be remitted within 60 days of the date the applicant is notified that the permit is ready. Failure to remit the payment as specified will result in cancellation of the permit application.

- New Build/Extension ----- Two sets of engineered building & site plans attached:** Yes N/A
- Tenant Fit-up ----- Two sets of floor plans attached:** Yes N/A
- Proof of Ownership, Lease or Purchase/Sale Agreement attached:** Yes N/A

Section 10 Declaration

I/We, _____, the applicant(s) named herein, do solemnly declare the statements herein contained in this application are true and made with a full knowledge of the circumstances connected with the same, and that the location and plot plan submitted correctly sets out the location of the development described in the said application. I/we make this solemn declaration, conscientiously believing it to be true and with the full knowledge of the property owner, and knowing that it is of the same force and effect as if made under oath.

Date: _____ **Signature:** _____

Office Use Only

Zoning _____ (i.e. CL/I, CL, IG)

Parking Reviewed: Yes No

Total Fees: _____

Use: Permitted Discretionary

Variance: Yes No Variance %: _____

DA required: Yes No

Staff initial: _____

IND2102

Additional Information

Processing Fee: New Commercial / Industrial applications - \$200.00 per unit. Change of Ownership/Occupancy Permit Transfers is \$100. Approval in Principle is \$50. *(Additional fees may apply after staff review of the application. The Town of Paradise does not accept credit card payments. We accept cheque, cash or debit only.)*

Payment for the Permit is required to be remitted within 60 days of the date the applicant is notified that the permit is ready. Failure to remit the payment as specified will result in cancellation of the permit application.

Commercial & Industrial Development: All development, either commercial, industrial, or tenant fit-up in the Town of Paradise requires a permit. All applications received are reviewed by the Planning and Protective Services Department for compliance with the Town of Paradise Municipal Plan and Development Regulations, and where required, issuance of a development approval. Once the development approval process is completed, the application is referred to the Building Inspectors for review and issuance of required building permits. Service NL* approval (i.e. Fire/Life Safety, Building Accessibility, Environmental Health) is required prior to the issuance of a building permit.

Applications for Demolition permits for any building built before 1985 will require certification that asbestos was not present or has been removed.

When the permit has been prepared, the applicant will be called to remit the building permit fees and pick up the permit. Security deposits and any other applicable fees, as per the Town of Paradise Fee Schedule, are also collected at this time.

Electrical: All electrical work will require an Electrical Permit from Service NL*.

Plumbing: All plumbing work must be completed by a qualified journeyman plumber licensed to work within the Town of Paradise. Applications for plumbing contractor's license will require proof of insurance coverage. Plumbing permit fees, as per the Fee Schedule, can be viewed on the Town of Paradise website, www.paradise.ca or picked up at Town Hall.

Occupancy Permit: All occupancies of buildings within the Town of Paradise will require an Occupancy Permit. A final inspection, including receipt of all required certifications, is required to ensure compliance to all regulations and building codes prior to issuance of an Occupancy Permit. **Note: Occupancy permit fee is \$250.00.**

Variations and Discretionary Uses: require advertising, and the applicant will be required to pay the \$200.00 advertising fee before the ad will be sent for publication.