

## REGULATIONS – Single Family Dwellings

Application fee: \$25 (non-refundable)

### Permits are conditional upon the following:

- Building lot must be located in a zone where the construction of a family dwelling is permitted
- Building lot must front on a publicly-maintained road. No vehicular access shall be closer than 10m to the street line of any street intersection

### All applications **must** include the applicable fees and:

- A legal survey (not older than 5 years in the case of new home constructions)
- **A Certificate of Location (new criteria)**
- A preliminary plot plan sketched on the survey
- The schematics of the proposed dwelling (floor plan)

Lot must include markers at 4 corners, and must include the name of the property owner for identification purpose.

In areas zoned "Residential"	In areas zoned "Rural Residential"
<ul style="list-style-type: none"> <li>• Minimum building lot size: 1860m<sup>2</sup></li> <li>• Lot must have 30m of road frontage</li> <li>• Building line setback: Min. 8m, max. 32m</li> <li>• Minimum side yard depth: 3m</li> <li>• Minimum rear yard depth: 9m</li> <li>• Maximum ground to peak height: 10m</li> <li>• Minimum floor area of 80m<sup>2</sup></li> <li>• Maximum lot coverage: 33%</li> </ul>	<ul style="list-style-type: none"> <li>• Minimum building lot size: 3038m<sup>2</sup></li> <li>• Lot must have 38m of road frontage</li> <li>• Building line setback: Min. 15m, max. 32m</li> <li>• Minimum side yard depth: 3m</li> <li>• Minimum rear yard depth: 15m</li> <li>• Maximum ground to peak height 10m</li> <li>• Minimum floor area of 100m<sup>2</sup></li> <li>• Maximum lot coverage: 33%</li> </ul>

For single dwellings, see Town Plan for all other applications.

Frontage: Horizontal distance between the side lot lines measured at building line.

### Driveway & Access:

- There shall be no unauthorized ditch filling or altering.
- A driveway must be properly ditched and a culvert meeting the Town's standards must be installed and inspected by council before the Town can grant a permit to develop a new lot or construct a new home. Culverts required are the responsibility of the applicant and must meet council standards (plastic culverts which are a minimum of 600mm in diameter, or more, at council's discretion).
- In constructing a driveway, a 3% grade must be respected for the entirety of the street reservation, from the top of the crown at the center of the road to the end of the street reservation.

- Driveways extending past 60m must be back lot development and shall have one house per driveway. Each application will be reviewed on an individual basis by council (refer to back lot policy for details).
- Any ownership or procurement of land for road construction is strictly the responsibility of the applicant.
- Driveway and culvert are to be located and built in accordance to plans and location plan submitted.

Additional Conditions:

- All measurements must be metric.
- Structures are to be located, built and/or renovated in accordance to plans and location plan submitted.
- Structures are to be constructed in accordance to the National Building Code and all applicable legislation.
- All buildings are to be used for domestic purpose only; no commercial uses permitted.
- Septic systems and wells are to be established according to Service NL Health approval. Final inspection is to occur before backfill of all new systems.
- Approval is to be obtained from Service NL (Health), and any or all of the following departments, as applicable: Fire Life & Safety, Building Accessibility, Transportation, Environment, and/or Crown Lands.
- Builder must maintain reasonable cleanliness of site at all times.
- For back lot development, building line set back must be a minimum of 32m, to a maximum of 100m (please refer to the Witless Bay Municipal Plan's back lot development policy for more details).

*All permits issued by the town are valid for a period of one (1) year only. The town does not provide inspections, and compliance to existing national or provincial building codes is the responsibility of the applicant. It is the responsibility of homeowners to notify the town when new homes are occupied for the purpose of garbage collection. Above is a list of the most common regulations. For the complete list, please consult the Town of Witless Bay Municipal Zoning and Land Use Plan and the Town's by-laws and regulations pertaining to development and permits (as well as all applicable Provincial and Federal laws, regulations and statutes).*



Applicant Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant Mailing Address: \_\_\_\_\_

## DEVELOPMENT APPLICATION

\_\_\_\_\_  
\_\_\_\_\_

Civic address of the proposed development: \_\_\_\_\_

Estimated cost: \_\_\_\_\_ \$

Describe location from the nearest prominent landmark:

*Site must be marked with corner posts, stakes with applicant's name, or other means of identification.*

Describe proposed development: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

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

Describe the proposed means of access to the residence (from which publicly maintained road will the property be accessed? Where is the driveway located along this road?):

\_\_\_\_\_  
\_\_\_\_\_

Existing access \_\_\_\_\_ New access \_\_\_\_\_ Access onto Southern Shore Highway \_\_\_\_\_

**Total lot size:** \_\_\_\_\_ m<sup>2</sup> Frontage: \_\_\_\_\_ m **X** Depth: \_\_\_\_\_ m

Area of adjacent land in same ownership: \_\_\_\_\_ m<sup>2</sup>

Land use zoning of this property: \_\_\_\_\_

Does development conform to zoning? **YES / NO**

Ownership of Land: **APPLICANT / CROWN / CORPORATION / COMPANY / OTHER:** \_\_\_\_\_  
*(circle applicable)*

Are any buildings to be demolished?: **YES / NO**

### Present use of all adjacent land (e.g. Residential, Commercial, Unused, etc.)

West side: \_\_\_\_\_ East Side: \_\_\_\_\_

North side: \_\_\_\_\_ South Side: \_\_\_\_\_

Type of Vegetation (circle ALL that apply): **FOREST / SCRUB / BARREN / CLEARED / OTHER:** \_\_\_\_\_

Dwelling Type: **SINGLE DWELLING / DOUBLE DWELLING / ROW DWELLING / APARTMENT BUILDING**

# of Bedrooms: \_\_\_\_\_ Has apartment?: **YES / NO** Setback from road: \_\_\_\_\_ m

Size of main building: \_\_\_\_\_ m<sup>2</sup> ( \_\_\_\_\_ m X \_\_\_\_\_ m) Height of main building: \_\_\_\_\_ m

**Other buildings already present on the lot (if applicable):**

Use of accessory building #1: \_\_\_\_\_ Size: \_\_\_\_\_ m<sup>2</sup> ( \_\_\_\_\_ m X \_\_\_\_\_ m)

Use of accessory building #2: \_\_\_\_\_ Size: \_\_\_\_\_ m<sup>2</sup> ( \_\_\_\_\_ m X \_\_\_\_\_ m)

Use of accessory building #3: \_\_\_\_\_ Size: \_\_\_\_\_ m<sup>2</sup> ( \_\_\_\_\_ m X \_\_\_\_\_ m)

Water supply (Type of well): \_\_\_\_\_ Sewage Disposal: \_\_\_\_\_

Other details: \_\_\_\_\_

***This form is not valid until all questions are answered appropriately and it is signed, witnessed & dated.***

I, \_\_\_\_\_ of \_\_\_\_\_ in the Province of Newfoundland and Labrador, solemnly declare that the plans, specifications and statements herein conform to the requirements of the Town of Witless Bay and are made with full knowledge of the circumstances connected with same. I declare that all regulations will be complied with, whether specified herein or not. I make this solemn declaration, conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

Signed at \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Witness

**Office use only:**

Site zoning: \_\_\_\_\_ Permitted use?: **YES / NO**

Is a variance required?: **YES / NO** Variance: \_\_\_\_\_%

Have development standards been given to applicant? **YES / NO**

Can development standards be met? **YES / NO /** \_\_\_\_\_

Referrals required: \_\_\_\_\_



P.O. Box 130,  
Witless Bay, NL.  
A0A 4K0  
(709) 334-3407