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## APPLICATION FOR DEVELOPMENT APPROVAL

Pursuant to Clause 3.2(2) of the Rural Municipality of North Shore Land Use Bylaw 2021-02

*This is an application for DEVELOPMENT PERMIT APPROVAL Only. If it is determined that a BUILDING PERMIT is required, please submit a Building Permit Application through the Province AFTER a Development Permit is granted.*

- **Completing this form and paying a fee does NOT constitute permit approval.**
- **A Development Permit will be issued if this application is approved.**
- **Work can NOT start unless you receive a written permit.**

<b>OFFICE USE</b>	DATE RECEIVED:		APPLICATION #:	
	RECEIVED BY:		FEE:	RECEIPT #:
<b>TO BE COMPLETED BY APPLICANT/OWNER</b>	<b>SECTION 1: PARCEL OWNER INFORMATION</b>			
	A. Name:		B. Email:	C. Phone:
	D. Mailing Address (Civic Number, Street):			E. Postal Code:
	F. Property Identification Number (PID):	G. Civic Number:	H. Lot Number:	I. Street Name:
	<b>SECTION 2: APPLICANT INFORMATION</b>			
	<input type="checkbox"/> Same as Parcel Owner (same information as above) – No need to complete Section 2. <input type="checkbox"/> Applicant is not the Parcel Owner (complete Section 2) Additional Required Document: <input type="checkbox"/> Authorization/Confirmation from Parcel Owner allowing the applicant to apply on his/her behalf.			
	A. Name:		B. Email:	C. Phone:
	D. Mailing Address (Civic Number, Street):			E. Postal Code:
	<b>SECTION 3: CONTRACTOR INFORMATION (Optional, complete if different from Section 1 or 2)</b>			
	A. Name:		B. Email:	C. Phone:
D. Mailing Address (Civic Number, Street):			E. Postal Code:	
<b>PROJECT DETAILS</b>	<b>SECTION 4: BRIEF DESCRIPTION OF PROJECT</b>			
	_____ _____ _____			
	A. Estimated Cost of Project (in \$):		B. Planned Start Date:	C. Completion Date:

**SECTION 5: Highway Access Information**

Will the development require the creation of a new highway access driveway?

- Yes (New driveway access)
- Yes (Relocating existing driveway access)
- No (My driveway will remain as is)

**SECTION 6: Development Information**

A. Existing Zone of Parcel:

- Agricultural
- Commercial
- Residential
- Other (specify): \_\_\_\_\_

B. Type of Work:

*In accordance with Section 3.4 of the Rural Municipality of North Shore 2021-02 Land Use Bylaw, a person is required to obtain a development permit prior to any of the proposed developments.*

*Please select the type of work you are applying for:*

- Constructing a new building/structure
- Addition/extension to existing building
- Altering an existing building/structure
- Apartment within an existing dwelling
- Moving/demolishing a building/structure
- Changing the use of a parcel or structure
- Making a connection to a central water supply or sewerage disposal system;
- Installing underground a septic tank, a fuel tank, a foundation wall or the like;
- Creating or constructing an entranceway or driveway, or laying paving material for a driveway or parking lot;
- Starting a home occupation;
- Placing of dump fill or other material over 10 m3(353.9 ft3);
- Installing a ground-mounted solar panel(s) system
- Excavation Pit
- Wind energy
- Other development (describe): \_\_\_\_\_

C. Proposed use of the  new or  existing structure:

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Single family dwelling | <input type="checkbox"/> Pool                   | <input type="checkbox"/> Non-commercial storage      |
| <input type="checkbox"/> Mini home              | <input type="checkbox"/> Deck                   | <input type="checkbox"/> Commercial                  |
| <input type="checkbox"/> Modular Home           | <input type="checkbox"/> Other (Specify): _____ | <input type="checkbox"/> Industrial                  |
| <input type="checkbox"/> Duplex dwelling        | _____   | <input type="checkbox"/> Agricultural                |
| <input type="checkbox"/> Multi Dwelling Units   | _____   | <input type="checkbox"/> Public service/ Institution |
| <input type="checkbox"/> Cottage                |   | <input type="checkbox"/> Recreation                  |

D. Number of Stories:

E. Number of Bedrooms:

F. Foundation Type:

- Full Basement
- Frost wall & Slab
- Engineered Slab
- Wood posts
- Screw Piles
- Concrete Blocks
- Others (please specify): \_\_\_\_\_

SECTION 7: Size(s) of Buildings and Property:			
Description: <i>Describe the space in this column (Ex. 1<sup>st</sup> Floor, 2<sup>nd</sup> Floor, garage, shed, etc.)</i>		☐ Metric (m) ☐ Imperial (ft)	
		Length (m/ft)	Width (m/ft)
Parcel Size			
Frontage along the road			
Height of building			

Yes	No	n/a	SECTION 8: Servicing:
			Are you installing or upgrading a sewage disposal system? If no, please explain: _____
			How will the new proposed structure receive sewer services: <input type="checkbox"/> New on-site septic wastewater system <input type="checkbox"/> Existing on-site system <input type="checkbox"/> Private central wastewater treatment
			Are you constructing an on-site well? If no, please explain: _____
			If an addition or moving a building or structure on the parcel, will any portion of the proposed addition, building or structure cover an existing well?
			If an addition or moving a building or structure on the parcel, will any portion of the proposed addition, building or structure be less than 20 feet from a sewage disposal system?
			Are you installing underground fuel storage other than an oil tank in the basement?
Yes	No	n/a	SECTION 9: Stormwater Management Plan and Site Plan/ Development Permit Application Sketch
			Plan is attached to this application?  <i>Please note that Subsection 3.5(4) of the Zoning Bylaw states requires a stormwater management plan prepared by a licensed engineer or qualified landscape architect to be submitted for all developments except those listed in 3.5(5).</i>  <i>A stormwater management plan and site plan may be submitted together as a single plan of the proposed development as long as it has been by the appropriate licensed/qualified individuals.</i>

SECTION 10: Please provide the name, email and phone number for the various individuals that will be involved in your proposed development:			
	Name	Email Address	Phone Number
A. Surveyor			
B. Septic Contractor			
C. Engineer			



**SECTION 13: APPLICATION CHECKLIST**

- The following documents are submitted for the application (Physical and Digital Copies):
- Development Permit Application Form
  - Floor Plans
  - Copy of Site Suitability Assessment (perc test)
  - Copy of Sewage Disposal System (septic form, 2 pages, that includes the sketch)
  - Coastal Erosion and Flood Risk Assessment (If Lot is close to water)
  - Stormwater management plan signed by a surveyor and certified engineer
  - Site Plan designed by a certified surveyor
  - Driveway/Entrance Permit from the Province

**SECTION 14: GETTING YOUR PERMIT**

- Please tell us how you want to receive a copy of your approved permit:
- In-person (pick up at Rural Municipality of North Shore Office)
  - By email

**SECTION 15: DECLARATION AND CONSENT**

<b>DECLARATION</b>	<p>I DO SOLEMNLY DECLARE &amp; CERTIFY:</p> <ol style="list-style-type: none"> <li>1. That the construction documents and plans submitted are accurate and the project will be constructed in accordance with the approved plans.</li> <li>2. That to the best of my knowledge, the plot plans (survey information) submitted correctly set out the dimensions and the area of the lands described in the application, and the relation of the location of the proposed building to the street and property lines.</li> <li>3. That failure to provide sufficient information and documentation will/may result in your application being deemed incomplete if any of the requirements outlined are missing, unclear, illegible, or if fees have not been paid. Incomplete applications will be considered “Null and Void” and the file will be closed after one (1) year from the date of receipt of this application.</li> <li>4. Provided that the Rural Municipality of North Shore, its officers, agents and/or employees are acting in good faith in the administration of their Bylaws, I agree to indemnify and hold harmless the Municipality from and against all claims, damages, liabilities, costs and expenses including but not limited to legal fees and expenses of litigation, arising out of or in connection with the construction project for which the development permit is sought.</li> <li>5. That the issuance of this development permit does not relieve the applicant of their responsibility to ensure that the construction project complies with all federal and provincial applicable laws, building codes, regulations, and standards. I further understand that the Rural Municipality of North Shore is not responsible for the design, construction, or maintenance of the property and the applicant will assume full responsibility for the same.</li> </ol>	
<b>CONSENT</b>	<p><input type="checkbox"/> I, the undersigned, hereby apply for the permit(s) or approval(s), indicated above. The application includes all documents required for this application. I certify that the information provided in this form is accurate and complete. I agree to comply with all the requirements and conditions imposed.</p> <p><input type="checkbox"/> The personal information collected on this form and any other personal information collected and maintained as part of a development permit application file will be used for the purposes of application review and approval and may also be shared with other internal Rural Municipality of North Shore Departments, as well as Provincial and Federal Government Departments as required by law.</p>	<p>APPLICANT NAME:</p> <hr/> <p>APPLICANT SIGNATURE:</p> <hr/> <p>DATE SIGNED:</p> <hr/>