Planning and Development Department

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D E V E L O P M E N T I N F O R M A T I O N B U L L E T I N

DEVELOPMENT APPLICATIONS

This is one in a series of Development Information Bulletins prepared to assist Property Owners and Developers to undertake specific types of development in the City of Mount Pearl. For further information on other Bulletins available in the series please contact the Planning and Development Department.

INTRODUCTION

Development permits are required for any proposed development of property or changes to the use and/or the intensity of use on a property. The development permit is usually the first permit required from the City of Mount Pearl when constructing or renovating structures or services.

A development application is to be completed and submitted to the City for review prior to the issuance of a development permit. The following forms a part of the development application:

1. A brief letter outlining the proposed development and use, with the interior areas within the building proposed for each use.
2. Completion of a development application form.
3. A deed of conveyance to confirm ownership as well as dimensions with respect to existing developments and the property boundaries. If this is City lands, a copy of the option to purchase, or equivalent.
4. Development Application Fee (see City's Schedule of Rates and Fees) or receipt.
5. The submission of a copy of the newest survey of the property.
6. The site and services plan (see *Bulletins – Site Plans*).
7. Building plans including elevation drawings and floor plans for each floor.
8. A statement of the estimated cost of landscaping.

FOR FURTHER INFORMATION

Any person who wishes to make an application should contact the Planning and Development Department, Mount Pearl City Hall, 3 Centennial Street, Mount Pearl, NL, Telephone (709)748-1017/1022, Fax (709)748-1111, or Email at planning@mountpearl.ca.