

CENTRAL HOUSING AND PLANNING AUTHORITY

APPLICATION FOR SINGLE FAMILY RESIDENTIAL DEVELOPMENT

1.0 PROPERTY OWNER INFORMATION

Is Owner a company? Yes No

Company Name: _____

Owner Title: Mr. Miss Mrs. **Contact** Title: Mr. Miss Mrs.

First Name: _____ First Name: _____

Last Name: _____ Last Name: _____

Middle Initial: _____ Middle Initial: _____

Address:

Street Address: _____ State/Province _____

Town/City: _____ Country _____

Region: _____

Telephone: _____ Fax: _____

e-Mail Address: _____

Legal status of land _____ Date land acquired _____

YYYY-MM-DD

2.0 AGENT - APPLICANT DETAILS

Note: Unless otherwise notified, all correspondence will be forwarded to the agent on file.

Is Applicant a company? Yes No

Company Name: _____

Agent: Title: Mr. Miss Mrs. **Contact:** Title: Mr. Miss Mrs.

First Name: _____ First Name: _____

Last Name: _____ Last Name: _____

Middle Initial: _____ Middle Initial: _____

Address:

Street Address: _____

Town/City: _____

Country _____

State/Province _____

Telephone: _____

Fax: _____

e-Mail Address: _____

Agent is: Owner Lawyer Architect Power of Attorney Planner

Contractor Investor Other _____

3.0 DESCRIPTION OF SUBJECT LANDS

Address (Please include a map):

Street Address: _____

Town/City: _____

Owner Occupied: Yes No

Lot Area (ft²) _____ Lot Width (ft) _____ Lot Length (ft²) _____

Does the land contain Known Resources:

Easement of Covenants

Yes No

Front Setback Required: _____

Rear Setback Required: _____

Side Setback Required: _____

4.0 PROPOSED DEVELOPMENT DESCRIPTION

What is Proposed Use? Provide a detailed description:

Type of Proposed Work: _____

Existing Building Work: _____

Describe repairs, additions, or alterations

Accessory Building: Yes No

Enclosing Existing Building Investigation/Evaluation:

Yes No

Number of Floors: _____

Area per Floor (sq ft): _____

Total Height (ft): _____

Total Floor Area (sq ft): _____

Gross Living Area (sq ft): _____

Habitation Room Count: _____

Number of Enclosed Decks/Porches: _____

Number of Full Bathrooms: _____

Number of Opened Decks/Porches: _____

Number of Half Bathrooms: _____

Number of Bedrooms: _____

5.0 PROPOSED SERVICING AND ACCESS

Indicate the proposed servicing type for the Subject Lands.

Water Supply.

Communal Well Private Well Municipal piped water system.

Sewerage Disposal.

Public Sanitary Sewage System Communal Septic Tank

Individual Septic Tank Other, specify _____

Access Provided via Public Street: Yes No

6.0 CONSTRUCTION DETAILS

Contractor Name: _____

Contractor - License/Registration #: _____

Contractor - License/Registration Type: _____

Contractor - Street Address: _____

Contractor - Address Town/City: _____

Contractor Telephone: _____

Contractor Email: _____

Materials *(select multiple if applicable)*:

Wood Concrete Metal Framing PVC Ceiling PVC Walls

Construction Cost - Building _____

Construction Cost - Electrical _____

Construction Cost - Plumbing _____

Construction Cost - Mechanical (AC) _____

Construction Cost - Mechanical (Fire Suppression): _____

Construction Cost - Total _____

REQUIRED DOCUMENTS FOR SINGLE FAMILY RESIDENTIAL DEVELOPMENT

A complete application consists of the following:

A complete and signed application form together with the prescribed application fee.

A signed letter of authorization from the owner(s) of the property for those applications submitted by an agent.

Six copies of a draft plan drawn to scale

Owner Identification :- *A government issued Proof of Identification of the owner.*

Proof of Ownership :- *Transport, Certificate of Title, Deed of Gift, Power of Attorney, Consent / Permission Letter, Tenancy Agreement, Agreement of Sale, Lease, Licence, Deceased Person's Estate*

Business Registration :- *Provide a copy of Business Registration/Certificate of Incorporation (if applicable)*

Surveyed Site Plans :- *Dimensions and layout of the proposed lot and the size, height, elevations, spacing and building lines. Must also show access and drainage, position of building and apartment boundaries (easements), utilities, wetlands, etc.*

Building Plan :- *Dimensions and layout of the proposed lot and the size, height, spacing and building lines, floor plans and elevations, showing two elevations, floor plans and level of all floors and adjacent ground. Must also show setbacks that meet requirements. For MARAD needs, requires adequate information on the elevation of structures with respect to Georgetown Datum.*

Location Map:- *Showing location and access to subject property, setbacks and adjacent uses*

OPTIONAL DOCUMENTS FOR SINGLE FAMILY RESIDENTIAL DEVELOPMENT

Plan for Heritage Preservation :- *If applicable provided details for Buildings and objects of artistic, architectural, archeological or historical interest*