

**City of Yellowknife Planning and Lands Division
New Additions (Single-Detached Dwelling or Duplex) Checklist**



Property Information				
Owner Name				
Telephone(s)	Home:		Work or Cell:	
Email				
Civic Address				
Legal Description	Lot:		Block:	
			Plan:	
Applicant Information (if different from owner)				
Applicant Name				
Applicant Telephone(s)	Home:		Work or Cell:	
Applicant Email				
Development Information				
What is on the property now?				
Are you replacing an existing structure?				
Estimated start and completion dates				
SEE REVERSE SIDE				

Important Information about New Additions:

Replacing a structure previously approved by a Development Permit with a new structure of the same dimensions does not require this checklist.

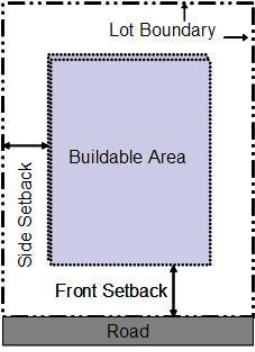
Installing additional insulation on an existing structure requires 'Form G' instead of this checklist.

Additions creating a new dwelling unit require a Development Permit.

Constructing an Addition requires the Applicant to obtain a Building Permit.

An addition may require a Development Permit at the discretion of the Development Officer.

Residents requiring assistance with this form may come to City Hall from Monday to Friday between 8:30 AM – 4:30 PM, **OR** call 920-5600 and ask to speak to a Planner/Development Officer, **OR** e-mail permits@yellowknife.ca. Information is also available through the Planning and Development Department Website.

Checklist	Information from Applicant
What is the floor area of the proposed structure?	_____ square metres
Was the dwelling you are altering approved by Development Permit?	YES: <input type="radio"/> NO: <input type="radio"/>
Setbacks from Property Line: 	Required Front Yard Setback: _____ Proposed Front Yard Setback: _____ Required Side Yard Setbacks: _____ and _____ Proposed Side Yard Setbacks: _____ and _____ Required Rear Yard Setback: _____ Proposed Rear Yard Setback: _____ Maximum Height Permitted: _____ Proposed Addition Height: _____ * If the development requires a variance, you must apply for a Development Permit
Are you within your maximum site coverage?	YES: <input type="radio"/> NO: <input type="radio"/> Maximum Site Coverage Permitted: _____% Total Site Coverage (with Addition): _____%
Will you be changing the grade or site servicing?	YES: <input type="radio"/> NO: <input type="radio"/> <i>If 'Yes,' attach related plans for Public Works review.</i>
Will the Addition create a new dwelling unit?	YES: <input type="radio"/> NO: <input type="radio"/>
Please describe the materials to be used: <i>* Please note that all new construction must be compatible with and complementary to other structures on the lot and the surrounding properties.</i>	

I hereby certify that the information above is accurate and true. I acknowledge that submitting false or misleading information or constructing a structure that does not comply with the above shall render the required Building Permit null and void and the structure will be ordered removed.

Applicant Signature: _____ **Witness Signature:** _____

Date: _____ **Date:** _____

Checklists may be e-mailed to permits@yellowknife.ca for Planner/Development Officer review