



Permitted Use - Development Permit Application Form

Every person is required to obtain a development permit before commencing construction or use of land except as provided within the R.M. or Planning District Zoning Bylaw.

Permitted uses are intended to be appropriate for the Zoning District in which they are listed and typically do not have major impacts on adjacent land uses. Permitted uses are not approved by R.M. Council but by R.M. Planning staff known as a Development Officer. However adequate information must be submitted in order for the Development Officer to assess the proposal.

Important Note: *A building permit is separate from a development permit. A development permit acknowledges the use of land and buildings and its compliance with the Official Community Plan and Zoning Bylaw. A building permit refers to building construction and compliance with the National Building Code of Canada and is governed by the Municipal Building Bylaw. You may need a development permit and a building permit to initiate construction on your property.*

Application Fees:

A permitted form of development as defined within the Zoning Bylaw is subject to the following fees as prescribed by the R.M. Planning Fee Bylaw, as amended from time to time:

Permitted Use	\$ 125.00
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In addition to the above noted fees, the applicant if required, shall be solely responsible for all costs associated development such as registration of an interest on the title of the property proposed for development as prescribed by the Information Services Corporation (Land Titles).

Application Requirements

The following is required in order to make an application:

- a. a completed **application form** (attached);
- b. receipt of full **payment** of the applicable application fee;
- c. a scaled **site plan** drawing showing, in detail, the site proposed for development including the following at a minimum:
 - north arrow;
 - boundaries of the parcel including approximate dimensions;
 - location and dimensions of all existing and/or proposed buildings and structures, and distances from the property boundaries;
 - location of all existing and proposed utilities;
 - location of all existing and proposed approaches and driveways; and
 - the location of all distinguishing physical features located on or adjacent to the property including but not limited to sloughs, streams, culverts, drainage ways, wetlands, slopes bluffs, etc.
- d. a **letter** describing the following aspects of the proposed activity:
 - operational details including the proposed use (i.e. warehousing, manufacturing, storage, etc.), projected number of employees, seasons, days and hours of operation;

Disclaimer: The information provided within this application is not intended to remove or replace established bylaws and should not be given any legal status. The original bylaws, policies, and regulations should be consulted for official purposes.

- an estimation vehicle sizes, amount of vehicles stored and traffic volumes generated to the property as a result of the proposed use;
- identification of safeguards that may be required to minimize nuisances to adjacent properties including noise, dust and odours;
- method of solid and liquid waste disposal generated from the use;
- identification of the source and capacity of the available water supply to accommodate the proposed use;
- lighting and signage requirements including identifying their location on the site plan; and
- any additional information concerning the use that describes the nature and intensity of use proposed.

Decision Time Frame

The timing associated with the approval of a permitted use development permit will be based upon the completeness and quality of information provided on the application. Generally, for a permitted use where new construction is not being proposed, a development permit maybe issued within ten (10) business days of receiving a complete application. Where new construction is being proposed, the process to obtain a building permit will also be required.

Decisions

The Development Officer may approve the application, refuse the application, or approve the application with terms or conditions, including a condition limiting the length of time that the use may be conducted on the site in order to secure the objectives of the Zoning Bylaw.

Appeals

As per *The Planning and Development Act, 2007* a person affected may appeal to the North Corman District Development Appeals Board if there is:

- a) an alleged misapplication of a Zoning Bylaw in the issuance of a development permit; or
- b) a refusal to issue a development permit because it would contravene the Zoning Bylaw

However, there is no appeal if a development permit was refused on the basis that the use in the Zoning District for which the development permit was sought is not a permitted use, a permitted intensity of use, or is a prohibited use.

If you wish to submit an appeal, a notice of appeal must be provided to the North Corman District Development Appeals Board Secretary along with the required fee **no later than 30 days** from receiving a copy of the written decision from the Development Officer. A \$50.00 appeal fee is required and must be submitted with the notice of appeal to the Secretary of the **North Corman District Development Appeals Board, 111 Pinehouse Drive, Saskatoon, SK, S7K 5W1.**



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1) Applicant: _____
 Address: _____

 Phone: _____ Cell: _____ Fax: _____
 Email: _____

2) Legal description of land proposed for development

All/Part of the _____ 1/4, Section _____, Township _____, Range _____, W3
 LSD(s) _____ Lot(s) _____ Block(s) _____
 Registered Plan No. _____
 Certificate of Title No. _____

3) Existing use of land:

Country Residential Industrial
 Agriculture Other: _____
 Commercial

Detailed description of current land use: _____

4) Proposed new use of land and/or buildings:

Country residential Industrial
 Agriculture Other: _____
 Commercial

Detailed description of proposed use of land and/or buildings: _____

5) **Surrounding land uses:**

Are any of the following within 1.6 km (1 mile)? Provide a best guestimate as possible

	Yes/No	If Yes, Please Provide Est. Distance
a) Intensive Livestock Operation	_____	_____
b) Gravel Pit	_____	_____
c) Landfill or Waste Disposal Site	_____	_____
d) Sewage Lagoon	_____	_____
e) Stream or Large Body of Water	_____	_____
f) Commercial or Industrial Site	_____	_____
g) Recreation or Conservation Site	_____	_____
h) Urban Municipality	_____	_____
i) Other	_____	_____

6) **Declaration by Applicant**

I, _____ of _____

in the Province of Saskatchewan, solemnly declare that all of the above statements within this application are true, and 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 and by virtue of *The Canada Evidence Act*.

I further agree to indemnify and hold harmless the Municipality from and against any claims, demands, liabilities, costs or damages related to the development undertaken pursuant to this application.

DATE: _____

SIGNATURE: _____

DATE: _____

LANDOWNER SIGNATURE: _____
(if landowner is different from applicant signature required)

NOTE: *If the applicant is not the registered owner of the subject property, the owner of the property must also sign the application form or provide a letter of consent for the application to be processed.*

Site Plan

In order to process the development permit application, all submissions must include a completed site plan map of the proposed project; submission of an incomplete site plan map will be considered as an incomplete application and returned to the applicant:

