



Development Permit Information & Application

The following is required to make an application for a development permit as per Zoning Bylaw 4-1987. It is recommended that you consult the RM office **PRIOR** to the **START** of any project/development.

Development Permit Application

1. Complete the Development/Building Permit Application Form with the following **SITE PLAN** information.
 - North Arrow
 - Legal description of the site.
 - Boundaries of the parcel including approximate dimensions.
 - Location and dimensions of existing buildings and structures, and proposed buildings and structures as well as the **distances from the property boundaries.**
 - Location of all existing and proposed approaches and driveways.
 - Abutting roads and municipal roads, including adjoining sites.
 - Fences
2. The following may be required by the Development Officer or Council to effectively administer the Zoning Bylaw:
 - Professional Land survey or real property report
 - Proof of land ownership/agreement for sale/lease
 - Geo-technical reports, photographs of current site
 - Other as determined and accepted by Council or the Development Officer
3. Once the Development Permit is approved, a **BUILDING PERMIT** may be required.

Building Permit Information

- A Development Permit application approval is required prior to obtaining a **BUILDING PERMIT.**
- Pre and Post move inspections may be required at the cost of the applicant.
- Farm Buildings may be exempt from Building Permits as per *The Construction Codes Act (CCA)*.

Discretionary Use Applications

A Discretionary Use Application are applications that can only be approved by the discretion of council.

Types of discretionary use applications:

Agricultural Commercial, Airstrips, Gravel Pits, Recreational Uses, Intensive Livestock Operations, Farmstead Sites, Non-Farm Residential



The following amounts from Zoning Bylaw 4-1987 MUST be adhered to for the application to be considered.

<p>Minimum Site Area</p>	<p>Agricultural Commercial: 0.4 hectares (1 acre)</p> <p>Non-Farm Residential: 2.0 hectares (5 acres)</p> <p>Intensive Livestock Operations: 0.8 hectares (2 acres)</p> <p>Farmstead Sites: 0.8 hectares (2 acres)</p> <p>Buildings: 45 meters (105 ft) from the centre line of any developed road, municipal road allowance or provincial highway or such distance as required by the Ministry of Highways</p>
<p>Minimum Site Frontage</p>	<p>Non-Farm Residential: 20 meters</p>
<p>Minimum Setback for Trees, Portable Structures, Machinery</p>	<p>Same as for Buildings</p>
<p>Minimum Fence Setback</p>	<p>45 meters (105 ft) from the centre line of any developed road, municipal road allowance or provincial highway</p>
<p>Subdivision of Land for Non-Farm Residential</p>	<p>A maximum of four (4) non-farm residential sites per quarter</p>
<p>Minimum Locations</p>	<p>Intensive Livestock Operation: 305 meters (1,000 ft) from nearest dwelling</p> <p>Anhydrous Ammonia Facility: 305 meters (1,000 ft) from the nearest dwelling</p>
<p>Signs & Billboards</p>	<p>Commercial: Maximum size 4.6 m sq (50 sq ft) Maximum Height: 10 m (32 ft)</p> <p>Other: Maximum size 1.0 m sq (10 sq ft) Maximum Height: 7.5 m (25 ft)</p>



Development Permit & Building Permit Application

Zoning Bylaw 4-1987 & Building Bylaw GOVSK 01-2024

Step 1 Before you build, a **DEVELOPMENT PERMIT** must be approved.

- A Pre-move inspection may be required. All buildings must meet the *Construction Codes Act*.
- It is important to submit your application and plans as soon as possible (6-8 weeks in advance of any development plans)

Step 2 Complete the **DEVELOPMENT/BUILDING PERMIT APPLICATION – FORM A** and return to the RM office.

Step 4 The RM will send you an invoice for an estimated cost of the Building Permit Fees applicable to your project (subject to change if additional visits are required).

Step 5 Upon payment, the RM will issue the **BUILDING PERMIT** and send the **BUILDING REVIEW PLAN** as provided by the building inspector. Only now, can construction begin.

It is the responsibility of the applicant to familiarise themselves with Zoning Bylaw 4-1987 and Building Bylaw GOVSK 1-2024.

It is the responsibility of the applicant to/landowner to contact and adhere to all agency requirements such as but not limited to; Call Before You Dig (SaskPower, SaskEnergy, SaskTel, SaskWater), public health, Ministry of Highways and other authorities within the area.

Below illustrates which applications are required for different types of development.

To streamline the process, development permits that require building permits may be submitted at the same time. Each permit is subject to approval.

_____ **Development Permit** – Non-commercial agricultural (farm buildings, bin pads etc.)

_____ **Development Permit** – Commercial (all industries)

_____ **Building Permit** (Mandatory)

_____ **Development Permit** – Residential (all)

_____ **Building Permit** (Mandatory)

_____ **Development Permit** – Residential (Building to be moved)

_____ **Building Permit** (Mandatory)

_____ **Development Permit** – Renovations/Additions

_____ **Building Permit** (Mandatory)

_____ **Development Permit** – Detached Garage (Non-farm residential)

_____ **Building Permit** (Mandatory)

_____ **Development Permit** – Demolition of property



Development Permit & Building Permit Application

FORM A

Zoning Bylaw 4-1987 & Building Bylaw GOVSK 01-2024

TYPE OF WORK:	<input type="checkbox"/> NEW	<input type="checkbox"/> ADDITION	<input type="checkbox"/> ALTERATIONS	PERMIT NO:	OFFICE USE:				
	<input type="checkbox"/> REMOVAL	<input type="checkbox"/> DEMO	<input type="checkbox"/> RELOCATION						
LOCATION	PROJECT ADDRESS:			LLD:	1/4:	SEC:	TWP:	RGE:	<input type="checkbox"/> W2M
	SUBDIVISION:			LOT:	BLK:	PLAN:		PARCEL:	

OWNER / CONTRACTOR	Owner			Company Name (if applicable)			
	Mailing Address		City		Prov	PC	
	Phone (Check best use) <input type="checkbox"/> Cell <input type="checkbox"/> Other			Email (Most correspondence will be by email)			
	Contractor / Company		Phone		Email		

START DATE:	COMPLETION DATE:	ESTIMATED VALUE OF CONSTRUCTION:
NOTE: "Value" of construction is not the same as "cost" of construction; see bylaw for definition. A revised value may be determined.		

TYPE OF PROJECT	<input type="checkbox"/> RESIDENTIAL:	<input type="checkbox"/> SITE BUILT HOME	<input type="checkbox"/> RTM	<input type="checkbox"/> MOBILE HOME	<input type="checkbox"/> DECK	<input type="checkbox"/> DETACHED GARAGE	<input type="checkbox"/> BSMT DEV
	DETAILED DESCRIPTION: (I.E. NEW CUSTOM HOME; RELOCATING EXISTING MOBILE HOME; CONSTRUCTING NEW FOUNDATION FOR EXISTING HOUSE; DETACHED GARAGE; ETC.)						
	<input type="checkbox"/> COMMERCIAL:	<input type="checkbox"/> SHOP / STORAGE	<input type="checkbox"/> VEHICLE STORE/REPR	<input type="checkbox"/> RETAIL STORE	<input type="checkbox"/> INDUSTRIAL	<input type="checkbox"/> OFFICE(S)	<input type="checkbox"/> ASSEMBLY (I.E. RESTAURANT / CHURCH / HALL / GYM)
OTHER / DETAILED DESCRIPTION: (I.E. COLD STORAGE; RENO SPACE FOR NEW COFFEE SHOP; TRUCK STORAGE & REPAIR W/ OFFICES; NEW HOTEL; TENNANT IMPROVEMENT FOR CLOTHING STORE; ETC.)							

SUBMITTAL	<input type="checkbox"/> Site Plan Submitted	A SITE PLAN IS REQUIRED FOR ALL PROJECTS
	<input type="checkbox"/> Drawings Submitted	Complete Drawing Package, including elevations, floor plans, sections, and details
PERMIT APPLICATIONS WILL NOT BE PROCESSED UNTIL ALL REQUIRED INFORMATION HAS BEEN RECEIVED		

APPLICANT SIGNATURE	<p>I hereby acknowledge that I have read this application and certify that the information contained herein is correct.</p> <p>I hereby acknowledge that I understand that permission to begin building is not granted to me until a Building Permit signed by the building official, administrator, or administration staff is returned to me.</p> <p>I hereby agree to comply with the Building Bylaw of the local authority and acknowledge that it is my responsibility to ensure compliance with the Building Bylaw and Zoning Bylaw of the local authority and with any other applicable bylaws, acts and regulations regardless of any plan review or inspections that may or may not be carried out by the local authority or its authorized representative.</p> <p>I agree to perform all construction work solely in accordance & compliance with the information & plans provided by me in this application and will obtain all other work permits required in conjunction with my development.</p>	
	Applicant Signature _____	Date _____

