



**RM of Dundurn No. 314 – Development Officer**

Box 159, Dundurn, SK S0K 1K0

 **(306) 492-2132**

 **office.314@dundurnrm.ca**

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## Development Application Form

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All property within the Rural Municipality of Dundurn No. 314 is assigned a zoning designation. Within each zoning designation, specific land use is either permitted, prohibited or discretionary. A Permitted use is a land use that is acceptable under the zoning district applicable to the subject property. Discretionary use is a land use that is generally consistent with the permitted uses in a zoning district, however, further review is undertaken to evaluate how the proposed use relates to the surrounding properties and uses. Prohibited Use is a land use not allowed under any circumstance for land within that zoning district. A discretionary use may be approved with or without conditions or denied by Council.

A development permit is not a building permit. A building permit may still be required.

The following forms of development do not require a development permit:

1. Farm Operations
2. Small accessory buildings less than 9.3m<sup>2</sup>
3. Public Works
4. Municipal Facilities
5. Maintenance
6. Fences
7. Temporary Confinement of Livestock
8. Signs

### **Application Fees**

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The following fees are due upon application.

(check zoning bylaw for list of permitted/discretionary uses in your zoning district)

1. Permitted Use \$100.00 (Required for each change of use & 1<sup>st</sup> build only)
2. Discretionary use \$200.00
  - a. Plus, any fees equivalent to the cost of sending notices to affected landowners.

### **Decision Time Frame**

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The timing associated with the provision of a development permit will be based on the completeness, complexity of the proposed use and quality of information provided upon application.

A discretionary use permit must go through the process of sending notification to affected landowners and review by Council at a public meeting. Council's approval of a discretionary use application is valid for a period of twelve (12) months from the date of approval.

*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.



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## **Application Requirements**

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The following is required to make an application:

- a. A completed **application form** (attached);
- b. Receipt of **payment** in full of the applicable application fees;
- c. Blueprints if also applying for a building permit. Electronic copies are preferred or 2 copies if submitting by paper. An engineered stamped blueprint may be required in some instances such as walk-out basements or tall-wall builds.
- d. A scaled site plan showing, in detail, the site proposed for development including the following at a minimum:
  - north arrow;
  - boundaries of the parcel including approximate dimensions;
  - location, setback distances from all property boundaries and dimensions of all proposed and existing buildings and structures;
  - 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, tree cover, streams, culverts, drainage ways, wetlands, slopes, bluffs, etc.
  - adjoining land uses and setbacks where applicable (ILO, residence, etc.)
- e. If your development is a lake development, please contact the municipal office for additional information pertaining to this type of development. (Application to Water Security may be required)
- f. Development adjacent to and accessing a **provincial highway** requires a Roadside Development Permit. Please submit the highways permit with your application;
- g. Sewage System – a permit is required from Saskatchewan Health Authority for sewage works. Contact them directly to ensure compliance with their regulations. A sewage permit is required if proposed development includes installation of a new septic system or alteration to an existing septic system prior to granting occupancy status. (Developments in Skyview & Midnight Sun are required to connect to Dundurn & Area Wastewater Utility).
- h. Include in your submission any hydrological, geotechnical studies or other requested studies as required.



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DEVELOPMENT APPLICATION FORM			
CONTACT INFORMATION			
<b>APPLICANT</b>	<b>Name:</b> _____		
	Mailing Address: _____		
	City/Town/RM: _____		Province: _____
	Postal Code: _____		Email: _____
	Phone: _____		Cell: _____
<b>OWNER</b>	<b>Name:</b> (same as applicant <input type="checkbox"/> ) _____		
	Mailing Address: _____		
	City/Town/RM: _____		Province: _____
	Postal Code: _____		Email: _____
	Phone: _____		Cell: _____
PROJECT ADDRESS			
All/Part of the _____ ¼, Section _____, Township _____, Range _____, W3			
LSD(s) _____ Lot(s) _____ Block(s) _____ Plan _____			
Civic Address (if applicable): _____			
EXISTING LAND USE		PROPOSED LAND USE	
EXPLAIN THE NEED FOR THIS PROPOSAL			
SURROUNDING LAND USES (Are any of the following within 0.5 km of the proposed development? If yes, indicate distance.)			
Intensive Livestock Operation	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Sewage Lagoon or Wastewater Treatment Facility	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Solid Waste Disposal or Landfill	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Stream or Waterbody	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Anhydrous ammonia facility	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Industrial	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Residence/Subdivision/Municipality	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
SITE SERVICED BY			
Range Road		Township Road	
Water Supply provided by:			
Sewage Disposal type:			

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Declaration by Applicant

I, \_\_\_\_\_ of \_\_\_\_\_ in

the Province of \_\_\_\_\_ solemnly declare that all 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 also have no objection to any entry upon the land described herein by the persons authorized by the RM of Dundurn for the purpose of site inspections required for reviewing of the application. I also acknowledge that the RM of Dundurn may send permits, invoices or any other correspondence to the applicant/landowner via electronic means if an email address is provided.

Further, I/We acknowledge that all buildings must comply with the Municipality’s Building Bylaw and with any standards federally or provincially legislated.

Please initial the check box after reading this paragraph. When development is taking place within the RM of Dundurn, overweight permits may be necessary for delivery of supplies (cement, lumber etc). Please call the office to confirm route that can be taken at any specific time and to apply for any necessary overweight permits required by Bylaw 08-2020. [ ]

Please initial the check box after reading this paragraph. It is the owner’s/builder’s responsibility to arrange for all mandatory inspections to be completed at the appropriate time. An expired permit does not relieve the owner/builder of their responsibility to comply with the governing codes and standards applicable at the time the permit was issued. Additional inspection(s) may be required at the owner’s expense. [ ]

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: \_\_\_\_\_ APPLICANT SIGNATURE: \_\_\_\_\_

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.

DATE: \_\_\_\_\_ LANDOWNER SIGNATURE: \_\_\_\_\_

<b>OFFICIAL USE</b>	
Present Zoning:	AR <input type="checkbox"/> RR1 <input type="checkbox"/> LD1 <input type="checkbox"/> RC <input type="checkbox"/> C1 <input type="checkbox"/> C2 <input type="checkbox"/> M1 <input type="checkbox"/> PR <input type="checkbox"/> IR <input type="checkbox"/>
Proposed Use:	_____
Rezoning Required?:	YES <input type="checkbox"/> NO <input type="checkbox"/>
Use Is:	Permitted <input type="checkbox"/> Discretionary <input type="checkbox"/>
Application Status:	
Meets Bylaw Requirements: <input type="checkbox"/>	Does not meet Bylaw Requirements: <input type="checkbox"/>
Other Regulations/Comments:	
Fee Received: \$	Receipt #
Development Officer:	Date:

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