



Rural Municipality of Buffalo No. 409

Development Permit Application Form

Permitted Use

Every person is required to obtain a Development Permit before commencing any construction or use of land except where provided in the Zoning Bylaw.

The applicant if required shall be solely responsible for all costs associated with development, such as registration of an interest of the title property proposed for development as prescribed by the Information Services Corporation (Land Titles).

Please provide a current copy of the land title NO MORE THAN 21 DAYS OLD. The R.M can retrieve your Land Title for a fee of \$25.00.

Development Application Requirements

Applications for a Development Permit shall be accompanied by the following:

1. The names, addresses, contact information and signatures of the applicant, property owner and authorized representative, where applicable;
2. The proposed use of the site or building to be constructed, the proposed use of an existing building, floor area to be altered or occupied including the area of the proposed building or renovations;
3. A copy of the Certificate of Title and Legal Description;
4. Estimated commencement and completion dates;
5. Floor plans and elevations, where appropriate;
6. A copy of a site plan, drawn to scale, dimensioned and labeled, illustrating the following information:
 - a. North arrow, roads adjacent to the site, property boundaries, site area, locations of any encroachments, easements or right of ways;
 - b. The locations of existing and proposed buildings and structures, setbacks, utility poles and wires, underground utilities, approaches and pipeline crossings;

- c. The existing and proposed landscaping details and site drainage patterns, including the top of bank for any body of water and location of dugouts;
- d. The existing proposed servicing connections or the location of water source and location method of sewage disposal;
- e. Additional site details, including the existing proposed parking and loading facilities, accesses and signage.

Letter of Intent (if applicable)

Describe the following aspects of the proposed activity:

- What are you proposing to do?
- Where are you proposing to do this?
- What are the reasons for your proposal?
- What are the neighboring uses in the area? (Eg: Residential) Does your proposal fit in?
- What provisions for fencing and landscaping have been made?
- What are the hours of operation?
- How much traffic will be generated to the proposed use? How many customers will be considered normal?
- Any additional information that describes the natures and intensity of the proposed use.

Additional information may be requested.

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 may be issued the day of the next council meeting. Where new construction is being proposed, the process to obtain a building permit will also be required.

1. Applicant Information

Name: _____

Address: _____

Phone Number: _____

Cell: _____

Email: _____

2. Legal description of land proposed for development:

_____ ¼ Section _____ Section _____ Township _____ Range W3

Parcel _____ Lot _____ Block _____ LSD _____

Registered Plan No. _____

Certificate of Title No. _____

3. Current Zoning

___ Agricultural

___ Hamlet

___ Residential

___ Industrial

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

___ Agricultural

___ Residential

___ Industrial

___ Other _____

5. Property Servicing:

What roads are used to access the property:

Range Road _____

Township Road _____

Highway _____

Other _____

Water Supply

Existing _____ Proposed _____

Sewage Disposal

Existing _____ Proposed _____

6. Surrounding land uses:

Industrial or Commercial Site _____

Intensive Livestock Operation _____

Landfill or Waste Disposal Site _____

Urban Municipality _____

Body of Water _____

If Yes Distance _____

7. Site Plan

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



SITE PLAN MUST CLEARLY INDICATE PROPERTY LINES, ESTIMATED DISTANCES/MEASUREMENTS, AND ADJACENT ROAD/STREETS, AS WELL AS SHOW WATER COURSES, SLOUGHS, WOODED AREAS, EXISTING STRUCTURES, EXISTING OR PROPOSED APPORACHES, UTILITY LINES, SEPTIC SYSTEMS, ETC.

8. Additional Information:

Estimated cost of development _____

Dimensions:

Length _____ ft

Width _____ ft

Height _____ ft

Size _____ ft

Finished Areas

Main _____ ft

2nd Storey _____ ft

Basement _____ ft

Start Date _____

Estimated Completion Date _____

9. Letter of Authorization

a. This section must be signed on all applications where the applicant is not the landowner. Please ensure that all names and signatures of those listed on the certificate of title are included.

b. I/We _____
being the owner(s) of _____
do hereby authorize _____
to act as an applicant on my/our behalf regarding the sign permit
application of the above mentioned lands.

10. 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 same force and
effect as if made under oath and by virtue of The Canada Evidence Act.

I/We understand and agree that this application for a Sign Permit is not confidential information and may be release by the Municipality to other government and agencies required to ensure compliance.

I/We acknowledge that it is my responsibility to ensure compliance with any other applicable bylaws, Act and Regulations, and to obtain all required permits and approvals prior to commencement.

I/We 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: _____