



Discretionary Use Application Form

The zoning bylaws enforced within the RM of Dufferin No 190 provide for discretionary land use and development which are deemed by Council to have one or more features or potential effects that warrant a proposal-specific review, and which specifically require approval by a resolution of Council prior to initiating any activity or building construction.

An applicant proposing a discretionary form of development as defined within the Zoning Bylaw shall be subject to the following fees as prescribed by the Planning Fee Bylaw:

1. Standard: \$ 400.00
2. Complex \$ 600.00
3. Highly Complex \$ 800.00
4. Additional costs resulting from the Municipality requiring review and consultation from professionals of various disciplines (i.e. legal, engineering, planning, etc.) to review supporting information shall be passed onto and borne solely by the applicant in addition to the application fees listed in Section 2.

For the purpose of the fees listed, the following uses are considered to be standard, complex, or highly complex:

Standard: applications that include Ag residential uses, churches, private institutional use and facilities, pastures, and home-based businesses.

Complex: all uses not otherwise listed as simple or complex.

Highly Complex: ILO's Campgrounds, Major Ag related commercial or food processing, rural related industrial and commercial principal uses, recreational commercial uses, game farms and controlled hunt farms, solid and liquid waste facilities, airports and private airstrips, lakeshore development, (gravel pits – should they agree to move them to a discretionary use).

Development Appeal: \$ 300.00

Zoning Bylaw Amendment:

When an application to amend the Zoning Bylaw is received by Council, the applicant shall be responsible to pay to the rural municipality the following fees, where applicable:

Amendment Categories:

1. Textual amendment \$ 400.00
2. Single Parcel Map Amendment \$ 550.00
3. Multi-parcel Map Amendment \$ 1,500.00 plus \$20.00/lot



In addition to the above noted fees, the applicant shall be solely responsible for all costs associated with:

- a. satisfying Council's public notification policy;
- b. engagement of the necessary planning, engineering, legal or other professional expertise necessary to review an application and/or implement Council's decision; and
- c. 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 application requirements apply:

- a. a completed application form (attached);
- b. submission of any application appendices if necessary;
- c. receipt of full payment of the applicable application fee;
- d. a scaled site plan drawing showing, in detail, the site of the proposed discretionary use and including the following at a minimum:
 - north arrow;
 - boundaries of the parcel including approximate dimensions;
 - location and dimensions of existing buildings and structures;
 - location of proposed discretionary activity on the property including proposed buildings and structures and distances from the four property boundaries;
 - location of all existing and proposed utilities;
 - location of all existing and proposed approaches, driveways, parking and outdoor storage areas; and
 - location of all distinguishing physical features located on or adjacent to the property including but not limited to sloughs, streams, drainage ways including culverts, wetlands, slopes, bluffs etc...
- e. a letter describing the following aspects of the proposed activity:
 - an estimation of traffic volumes generated to the property as a result of the proposed use;
 - lighting and signage requirements including identifying their location on the site plan;
 - operational details including projected number of employees, seasons, days and hours of operation;
 - identification of safeguards that may be required to minimize nuisances to adjacent properties including noise, dust and odours;
 - identification of the source and assessment of the capacity of the available water supply to accommodate the proposed use;
 - method of disposal of solid or liquid waste generated from the use; and
 - any additional information concerning the use that describes the nature and intensity of use proposed.



The owner of the property must also sign the application form or provide a letter of consent for the application to be processed.

Public Notification

Once the Development Officer has deemed the information provided as complete, a copy of the applicant's letter and site plan will be provided to various provincial departments, public agencies and to all landowners within a 1.6 kilometre radius of the subject property.

All of the above contacts will be provided with a minimum of 21 days from the date of mailing to provide written comments on the proposed use. A contact number for the applicant will be included with the disbursement to permit direct contact to discuss any concerns that may arise as a result of the notification. Any written comments received will be included in the report provided to Council.

Appeals

Council may approve the application, reject the application, or approve the application with 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.

The Planning and Development Act, 2007 limits the ability for an applicant to only appeal any conditions of approval applied by Council. There is no ability to appeal Council's refusal of a discretionary use application.

A notice of appeal must be provided to the Development Appeals Board Secretary along with the required fee no later than 30 days from receiving a copy of the written decision from Council.

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.



Application Form

1) Applicant: _____
Address: _____

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

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.

2) Legal description of land proposed for development

All/Part of the _____¹/₄, Section _____, Township _____, Range _____

LSD(s) _____ Lot(s) _____ Block(s) _____

Registered Plan No. _____

Certificate of Title No. _____

3) Existing use of land intended for development:

4) Proposed use of land and buildings:



5) **Surrounding land uses:**

Are any of the following within 1.6 km (1 mile)?

	Yes/No	If Yes, Please State Distance
a) Residential Site	_____	_____
b) Recreation or Conservation Site	_____	_____
c) Industrial or Commercial Site	_____	_____
d) Sewage Lagoon or Land Fill	_____	_____
e) Urban Municipality	_____	_____
f) Stream or Large Body of Water	_____	_____
g) 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.

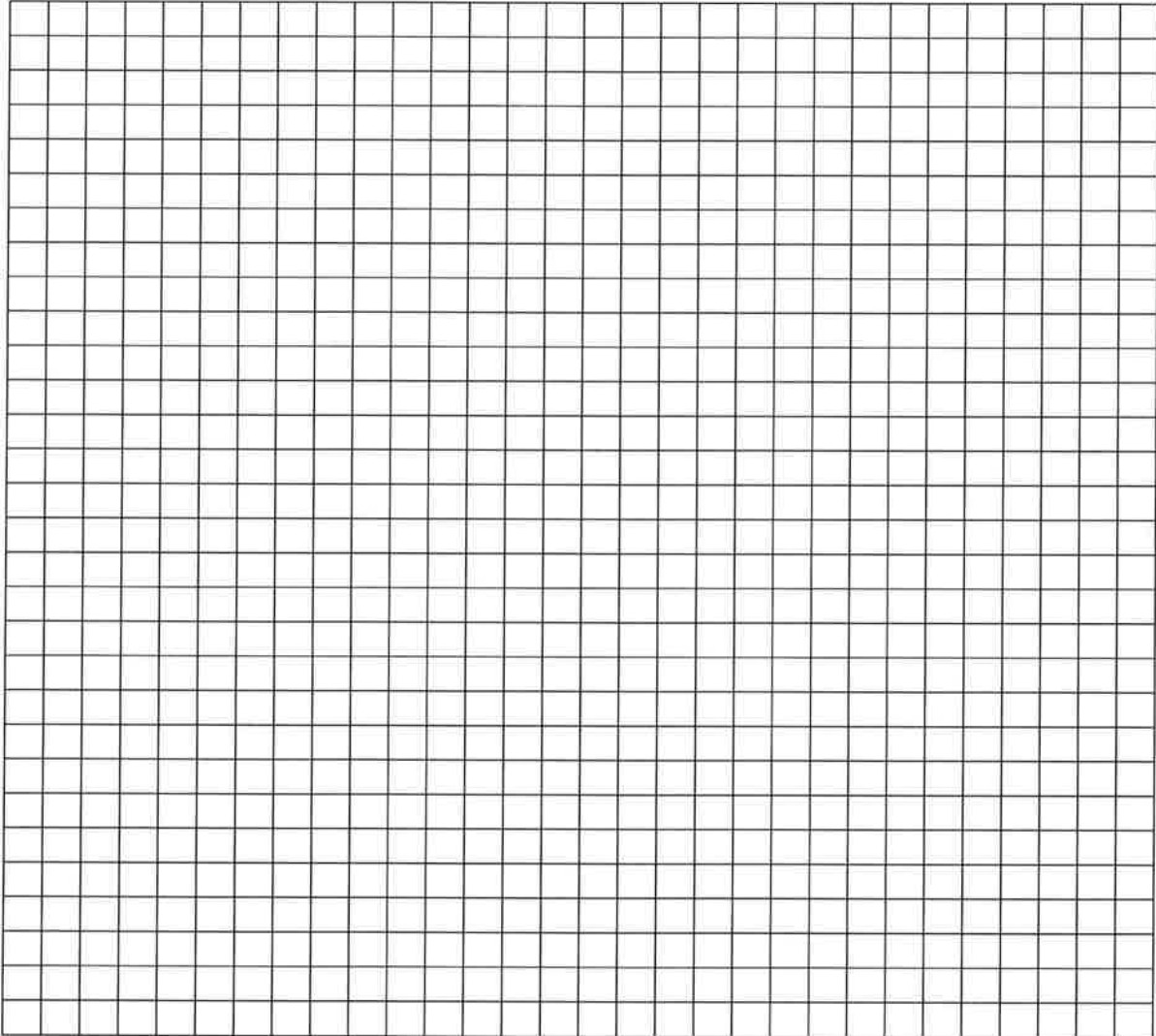
DATE: _____ APPLICANT SIGNATURE: _____

DATE: _____ LANDOWNER SIGNATURE: _____
(If required)



Site Plan

In order to process the discretionary use application, all submissions must include a completed site plan



Additional Site Plan Information



Please include any additional site plan information that would be useful to Council to process your application.