



Application Form

AMENDMENT TO ZONING BYLAW NO. 1976-318

Application Type/Fees

- | | | |
|--------------------------|---|----------|
| <input type="checkbox"/> | Zoning Amendment Fee – text amendment for inhouse review only | \$200.00 |
| <input type="checkbox"/> | Zoning Amendment Fee – map amendment for inhouse review of Residential and Commercial Zones ONLY for in-house review time | \$300.00 |
| <input type="checkbox"/> | Zoning Amendment Fee – map amendment for Industrial Zones | \$500.00 |

Application Owner Information

APPLICANT

Name/Business: _____

Address: _____

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

REGISTERED OWNER OF PROPERTY (if different from above)

Name/Business: _____

Address: _____

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

Property Information

Legal Description (s): _____

Civic Address (es): _____

Proposed Zoning Bylaw Amendment

☐ ZONING BYLAW MAP AMENDMENT

Current Zoning District: _____ Proposed Zoning District: _____

Existing use of land and building(s): _____ Proposed or intended use of land and building(s): _____

☐ ZONING BYLAW TEXT AMENDMENT

Section(s) of Bylaw to amend: _____ (Attach proposed wording or intent of amendment)

ADDITIONAL INFORMATION MUST BE SUBMITTED TO SUPPORT THIS APPLICATION

(See supporting Information and Documentation on Page 2)

Declaration of Applicant/Owner

I hereby certify that all the above statements contained 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*.

Signature of Applicant: _____ Date: _____

I/We as owner(s) of the above described properties hereby give our consent to the requested amendment.

Signature of Owner(s): _____ Date: _____

FOR OFFICE USE ONLY:

Cash Receipt NO. _____ Amount Paid: _____ Cheque No. _____

RETURN TO THE TOWN OF RADISSON, 329 MAIN ST, RADISSON, SK. S0K 3L0

306-827-2218



ZONING BYLAW AMENDMENT PROCESS

Zoning Bylaw amendments are overseen by the Development Officer/Administrator in coordination with the Ministry of Planning and Development, Province of Saskatchewan.

This process may take from four to twelve months. The complexity of an application can affect the processing time, and processing begins only when a submission is deemed complete.

1. Pre-application Contact

You are encouraged to discuss your proposal with Development Review to assess the feasibility of a proposed amendment before making a formal application. Staff can provide information on development standards, application process, and applicable fees.

2. Submit Application

Complete and submit the application form including any supporting documentation, as well as the applicable fees.

3. Application Circulated

Once a submission is deemed complete, the Development Officer will circulate the proposed Zoning Bylaw amendment(s) to the Ministry of Planning and Development for comments to determine if any requirements need to be addressed regarding the proposal.

All property owners within 100 meters of the proposed property to be rezoned will be notified by mail.

The applicant is required to put a sign on the property notifying residents of the proposed zoning.

4. Public Information Meeting

A Public Information Meeting is held to provide residents an opportunity to listen to a presentation by the applicant regarding their proposal and provide the opportunity to ask questions and offer comments. The Development Officer is in attendance to provide an overview of the Zoning Bylaw amendment process, and the steps following the meeting.

5. Report to the Ministry of Planning and Development

The Development Officer/Administrator will submit a report to the Province of Saskatchewan's Ministry of Planning and Development who will examine matters pertaining to the proposal as it pertains to Radisson's community planning and development outlined in the Zoning Bylaw. After examining the proposal, the Provincial Registered Professional Planner with the Ministry provides a recommendation to Council on approval or denial of the application.

The Applicant may be requested to attend a meeting with the Provincial Planner to answer questions specific to their proposal/development.

6. Public Notice

An amendment to Radisson Zoning Bylaw requires that Public Notice be given regarding the change. Notice is published the local newspaper, posted on the Town's website, and at the Town Office.

The applicant is required to pay the cost associated with advertising in the newspaper in addition to the application fees.

7. Public Hearing (at the Town Office)

All Zoning Bylaw amendments are subject to a Public Hearing, conducted at the Town Office. They are held at 7:00 PM on the day of a General Council Meeting. Residents from the neighborhood are informed of the meeting and are able to provide written comments or give a verbal presentation.

The Applicant may be requested to attend the Public Hearing to answer questions that Council may have.

8. Final Approval

Final decision on a Zoning Bylaw amendment is made by the Town Council at the Public Hearing. The Applicant will be informed of their decision in writing by the Administrator.

SUPPORTING INFORMATION AND DOCUMENTATION

Depending on the zoning amendment requested, additional information and documentation that will be required for our review may vary. In general, the following may be required to be included with an application.

Map Amendment

- A map showing the land proposed to be rezoned, labelled with addresses, street names, legal descriptions, and proposed zoning designation(s).
- Rationale and justification for the amendment.
- For amendments related to a specific development proposal; site plan, floor plans, building elevations and sections, renderings, and a detailed description of the proposal.

Text Amendment

- Proposed wording or intent of amendment.
- Rationale and justification for the amendment.

NOTE: Other documentation and supporting information, including more detailed plans, studies, and justification may be required as identified through the review and consultation process.