3.3 **Application for a Development Permit**

(1) The application for a development permit shall be made, to the Development Officer, in “Form A” as adopted or amended by resolution of Council. The application shall be accompanied by two copies of a site or building plan showing dimensions and locations of existing and proposed buildings and structures as well as site lines. Where no new construction is proposed the applicant shall supply a written description of the proposed development in place of such plans.

(2) Where the application is for a discretionary use the applicant shall, in addition, provide a written description of the proposed development, describing the intended use and operations, structures to be located on the site, required municipal services, and any other information that Council determines is necessary to fully review the proposed development.

(3) In the case of any Ready-to-Move (RTM) homes, buildings constructed off-site, Mobile Home or Trailer Coach or any building moved into the Municipality the applicant will be required to provide the Town Administration and Council with current photos of all 4 sides of the building (4 photos in total providing what could reasonably be considered the North, South, East and West elevations) as it will sit on the site.

(4) Any Development Permit Application will be required to contain:

(a) all the requirements listed in Sections 3.3(1), 3.3(2) and 3.3(3).

(b) Site Plans as mentioned in section 3.3(1) which shall contain:

(i) the proposed use of land and any buildings or parts of buildings on the site;

(ii) a North Arrow;

(iii) the property lines and setbacks from the proposed development to the property lines;

(iv) the area of the parcel;

(v) the street frontage of the lot;

(vi) the off-street parking provided on the lot;

and may contain if requested:

(vii) major drainage paths for water travelling over the lot;

(viii) easements on the site;

(ix) fencing, screening and garbage storage areas;

(x) the proposed location, size and elevation of the sewer and water connections;

(xi) a site plan done by a Saskatchewan Land Surveyor (SLS).

(c) Any and all photos or pictures required by this bylaw as listed in Section 3.3(3).

(5) Additional Requirements

The Development Officer retains the right to ask for any studies or research they believe is necessary for making a decision on a development permit at the cost of the applicant before rendering a decision.