



BRIGHTSAND LAKE REGIONAL PARK AUTHORITY FORM A – DEVELOPMENT PERMIT APPLICATION

A Development Permit Application will take approximately 1-2 months to process. Development Permit Applications not filled in properly with all the necessary information and submission of the application fee will result in a delay in processing and approving the application. Some permit applications may be required to go to the Brightsand Lake Regional Park Authority for review, and notification may be required for surrounding landowners and/or additional stakeholders. When submitting a Development Permit Application please provide yourself with adequate time to receive the written approval from the Development Officer prior to ordering, purchasing your materials, or initiating construction. For more information about Development Permit requirements, contact the Park Operations Manager at (306) 392-9015 or bslrpamanager@gmail.com.

Application Fees:

<input type="checkbox"/>	Permitted Use	\$150.00
<input type="checkbox"/>	Discretionary Use	\$350.00
<input type="checkbox"/>	Minor Variance	\$150.00

Contact the Park Operations Manager to determine if your application is a permitted or discretionary use. The fees are based on an average cost to review and approve permits.

Application Process for a Development Permit

Application Checklist

Your permit shall not be considered complete until you submit **all** of the following:

- Completed application form
- Required permit application fee
- Required photos and floor plan
- Application contact information
- Registered owner information
- Location of proposed development
- Start and completion date
- Thorough description of existing land uses
- Description of proposed land uses
- Appropriate signatures
- Select Building Inspector, if applicable
- Survey Sketch Plan (SSP), if applicable

Site plan included, and shows:

- North Arrow
- Site boundary, dimensions of all existing and proposed structures
- Dimensions of all existing and proposed structures
- Distances from all site boundaries from structures
- Location of existing and proposed utilities and roads
- Dimensions of structure frontage
- Total floor area of all structures

Contact the Brightsand Lake Regional Park Operations Manager to assist you in determining whether your permit requires the submission of a RPSR & SSP.

YES
 NO

Development Information

1. Applicant:

Name: _____

Mailing Address: _____

Email Address: _____

2. Registered Owner: AS ABOVE or,

Name: _____

Mailing Address: _____

Legal Description: __ Lot _____ Block _____ Plan _____

Email Address: _____

3. Legal Land Description:

Lot _____ Block _____ Registered Plan _____

4. Existing use of land, buildings and structures:

5. Proposed use of land, buildings and structures:

6. Other information:

7. Proposed development involves:

- New Building
- Addition
- Move In Building*
- Alteration

Residential Use:

- Principal
- Secondary

*NOTE: Move in buildings require photos of each side of the building in its current condition.

8. Commencement: _____ Completion: _____

9. Declaration of Applicant:

I/We further agree to comply with all Bylaws and Regulations of Brightsand Lake Regional Park respecting development and I/we acknowledge that it is my/our responsibility to ensure compliance with all Saskatchewan Regulations and Acts including *The Construction Codes Act*, regardless of any review or inspection that may or may not occur by any official of Brightsand Lake Regional Park.

In the event that I/we, the Lessee of a parcel of land within Brightsand Lake Regional Park, fail to complete the RPSR as required, I agree that Brightsand Lake Regional Park may complete the RPSR at my/our expense and invoice me/us for the cost along with any necessary administrative fees. I/We agree that any expense incurred by Brightsand Lake Regional Park to obtain a RPSR and administration or application fees not paid may be added by Brightsand Lake Regional Park to the annual lease invoice.

I/We also agree that should I/we be bringing in a Ready-to-Move (RTM) or Move-In (MI) building that I/we shall be responsible for all costs associated with tree or brush removal required within the park right-of-way to accommodate the building being moved along a road allowance.

I/We, _____ and _____ solemnly declare that all the above statements contained within this application are true, and I/we 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."

Date

Signature

Date

Signature

