

Information Required to Apply for a Development Appeal

- Name and Address of Applicant
- Location of Property
- Description of Appeal
- Reasons in Support of Appeal

Development Appeals Fees

Application Fee \$50.00

Publications of Interest

If you are interested in appealing a development permit, you may want to review the following City of Saskatoon publications, available from the Planning & Development Branch, 3rd Floor, City Hall, or online at www.saskatoon.ca:

- Zoning Bylaw 8770
- Official Community Plan 8769
- Procedures/Requirements for:
- Rezoning Property
- Minor Variances
- Subdividing Property
- Discretionary Use



For more information contact:

Community Services Department
 Planning and Development Branch
 222 3rd Avenue North
 Saskatoon SK S7K 0J5

Phone: (306) 975-2645

Fax: (306) 975-7712

Website: www.saskatoon.ca

Email: development.services@saskatoon.ca

Office Hours

Monday - Friday, 8:00 a.m. to 5:00 p.m.

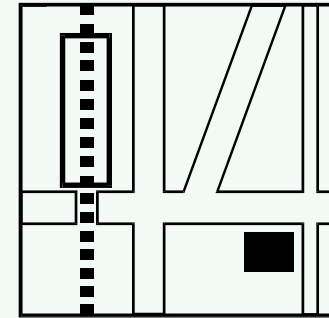
This pamphlet has no legal status and cannot be used as an official interpretation of the various codes and regulations currently in effect. Users are advised to contact the Planning and Development Branch for assistance, as the City of Saskatoon accepts no responsibility to persons relying solely on this information.

January 2012



Procedures & Requirements for

Development Appeals



Development Appeals

An individual has the right to appeal to the Development Appeals Board when:

- the issuance of a development permit is refused because it would contravene the *Zoning Bylaw 8770*,
- a Development Officer is alleged to have misapplied the Zoning Bylaw in issuing a development permit;
- a minor variance approval is revoked, refused or approved with terms and conditions;
- a Development Officer issues an Order to Remedy Contravention;
- an application for a subdivision has been denied; or
- if conditions have been included on a Discretionary Use approval.

How to Apply:

In order to file an appeal, an applicant must:

1. Complete the application form (available for pickup from the Planning & Development Branch, 3rd Floor, City Hall or on our website at www.saskatoon.ca), make a written request, or complete the Notice of Appeal provided with the Order to Remedy Contravention, and submit it to the Secretary of the Development Appeals Board, City Clerk's Office, within 30 days of the date of the notice of issuance or refusal to issue a development permit, or from the date of issuance of the Order to Remedy Contravention.
2. Include a cheque or money order for \$50.00 made payable to the City of Saskatoon.
3. Submit all maps, plans, drawings and written material to the Board's Secretary in the City Clerks Office no later than five days prior to the date of the appeal hearing.



We're here to help...

Planning & Development Branch offices are open 8:00 a.m. to 5:00 p.m., Monday through Friday (excluding statutory holidays). Please feel free to stop in, call us at (306) 975-2645 or email development.services@saskatoon.ca.

The Process:

Public Hearing

A public hearing will be held within 30 days of the receipt of a Development Appeal application. Notice will be given to the property owner and the assessed owners of neighbouring properties within a radius of 75 metres.

Decision of the Board

The Board shall issue its decision, in writing within 30 days of the conclusion of the hearing. The Board's decision does not take effect until 30 days from the date of the Record of Decision in order to allow for further appeals to the Saskatchewan Municipal Board.

Decision Appeals

The Minister, the Council, the applicant or any other person may appeal to the Saskatchewan Municipal Board within 20 days after the date of notification of the Development Appeals Board's Record of Decision.

Saskatchewan Municipal Board (SMB)
Planning Appeals Committee
480 - 2151 Scarth Street
Regina, SK S4P 3V7