

Notice of Appeal Development Appeals Board

updated January 2026

Filing an Appeal

In order to file an appeal, an applicant may:

1. Complete the application form, 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. The application must be submitted 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 for \$300.00 made payable to the City of Saskatoon.
3. Submit all maps, plans, drawings, and written material to the Board's Secretary in the City Clerk's Office **no later than five days prior to the date of appeal hearing** or email to development.appeals.board@saskatoon.ca.

Date of Application: _____

To the Secretary of the Development Appeals Board:

Appellant Information				
Name of Appellant		Agent Name (if applicable)		Date Received Stamp (Office Use Only)
Street Address (for notification purposes)				
City/Province		Postal Code		
Phone # ()		Email Address		
Applicant's Interest in the Property:				
☐ Owner	☐ Tenant	☐ Owner's Representative	☐ Option to Purchase	☐ Other:
Registered Property Owner(s): <u>if different than Appellant's</u>				
Name				
Mailing Address		City/Province		Postal Code
Phone # ()		Email Address		

Declaration of Applicant

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

BOTH SIDES OF THIS FORM MUST BE COMPLETED

A.1

City of Saskatoon Development Appeal Application – page 2

THIS PAGE WILL FORM PART OF THE PUBLIC RECORD FOR THE APPEAL

Applicant Name: _____

Registered Property Owner(s): _____
(if different from above)

Location of Subject Property _____

Legal Description

Lot(s) _____ Block _____ Plan No. _____

Civic Address: _____

Present Status of Building or Structure Under Appeal:

☐ Construction not yet begun ☐ Under Construction ☐ Completed

Type of Construction:

☐ Residential ☐ Commercial ☐ Industrial ☐ Other(specify)

Description of Development Appeal: (example: side yard deficiency, parking deficiency, etc.)

Reason for Development Appeal: (as per *The Planning and Development Act, 2007*, applicants have 5 days prior to the appeal hearing date to submit drawings and written materials)

(attach a separate page if necessary)