



Schedule "G" of Bylaw 03-2023  
R.M. Of Britannia No. 502

## Official Community Plan and Zoning Bylaw Amendment Application Form

The RM of Britannia No 502 Zoning Bylaw manages the development of land. The zoning bylaw regulates what, where, and how land is used. These rules are described in zoning districts that are assigned to all areas and properties within the RM. In order for a development to take place, it must comply with the Official Community Plan and Zoning Bylaw. A development cannot be permitted if it does not comply with the zoning bylaw and Official Community Plan. However, a property owner has the right to apply to the municipality to amend the zoning bylaw.

### Fees:

RM of Britannia No. 502 and Lloydminster Planning District:

Official Community Plan Bylaw Amendment Application Fee	
District	Fee
R.M of Britannia No. 502 - Text Amendment	\$900.00
R.M of Britannia No. 502 - Map Amendment	\$1500.00
Lloydminster Planning District - Text Amendment	\$900.00
Lloydminster Planning District - Map Amendment	\$1500.00

Zoning Bylaw Amendment Application Fee	
DISTRICT	Fee
R.M of Britannia No. 502 - Text Amendment	\$900.00
R.M of Britannia No. 502 - Map Amendment	\$1500.00
Lloydminster Planning District - Text Amendment	\$900.00
Lloydminster Planning District - Map Amendment	\$1500.00

### Application Review

Rezoning land includes a bylaw amendment which is a legal process under *The Planning & Development Act, 2007*. It requires the R.M. to take certain steps during a rezoning process.

The initial step is for the R.M. Planning Department to review rezoning applications to ensure the requirements of the Official Community Plan, Zoning Bylaw and any other R.M. policies are met.

### First Reading of Bylaw

If the application complies with all policy requirements and Council the application is appropriate, they will pass a motion to support the rezoning application including a condition of approval to receive Ministerial approval of the amending bylaw. They will give what is referred to as "First Reading" to the bylaw in order to begin the required public notification and public hearing process.

### Advertising

After First Reading to the bylaw is given, an advertisement indicating the reason for rezoning, the affected parcel(s) and the date of the public hearing, is placed in a local newspaper for three (3) consecutive weeks prior to the next Council meeting. Members of the public have the ability to view or discuss the proposed bylaw with R.M. planning staff prior to the public hearing date. Any written comments on the bylaw received by the date indicated in the advertising notice will be include in the agenda package for Council's consideration on the date of the public hearing.

### **Public Hearing**

At the public hearing, the public has an opportunity to speak for or against the proposed bylaw. Members of the public may also be present to witness the proceedings without speaking to the proposed bylaw.

### **Decision on Bylaw**

After the public hearing has closed, Council may give Second and Third Readings to the bylaw which would support the rezoning application, or they may defeat the proposed bylaw denying the application for rezoning.

If the application is denied, it cannot be appealed. However, if the bylaw is passed an information package and copies of the bylaw will be sent to the Community Planning branch for Ministerial approval of the bylaw. The bylaw and rezoning come into effect on the date of Ministerial approval.

### **Timeline**

The rezoning process usually takes between 45-60 days depending on the complexity of the application and scheduled Council meeting dates. Applications that require the submission of a evaluation report typically take upwards of 90 days due to the additional information review period.



## Official Community Plan and Zoning Bylaw Amendment Application Form

### 1. Applicant Information:

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

### 2. Legal description of land proposed for development:

All/Part of the \_\_\_\_\_<sup>1</sup>/<sub>4</sub>, Section \_\_\_\_\_, Township \_\_\_\_\_, Range \_\_\_\_\_, W3  
LSD \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_  
Registered Plan No. \_\_\_\_\_  
Certificate of Title No. \_\_\_\_\_

### 3. Amendment Type:

- Map Amendment
- Text Amendment
  - Section of Bylaw: \_\_\_\_\_
  - Intended Wording or Intent:  
\_\_\_\_\_  
\_\_\_\_\_

### 4. Reason for Amendment:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**5. Current Zoning**

What is the current zoning of the land:

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Detailed description of current land use:

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**6. Proposed Zoning**

What is the proposed zoning if the Land:

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Detailed description of proposed land use:

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**7. Additional Information:**

Characteristics of the land (ie; slopes, sloughs, and trees ect and provide a sketch):

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Is subdivision requested: \_\_\_\_\_ If yes, File No. \_\_\_\_\_

**8. Declaration by Applicant**

I, \_\_\_\_\_ of \_\_\_\_\_

in the Province of Saskatchewan, solemnly declare that all of the above statements 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*.

I understand and agree that this application for a Bylaw Amendment is not confidential information and may be released by the Municipality.

I/we acknowledge that it is my responsibility to ensure compliance with any other applicable bylaws, Act and Regulations, and to obtain all required permits and approvals prior to commencement.

I/we further agree to indemnify and hold harmless the Municipality from and against any claims, demands, liabilities, costs or damages related to the development undertaken pursuant to this application.

\_\_\_\_\_  
DATE \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

DATE \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

***NOTE: If the applicant is not the registered owner of the subject property, the owner of the property must also sign the application form or provide a letter of consent for the application to be processed.***

**Office Use Only:**

Date Received: \_\_\_\_\_ Britannia File #: \_\_\_\_\_

Division Councillor: \_\_\_\_\_ Payment Received: \_\_\_\_\_