



Planning & Development Branch

# Application Form

Last Updated On:  
2/9/2018

## DEVELOPMENT APPEAL APPLICATION

### 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 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 Clerk's Office no later than five days prior to the date of appeal hearing.

Date of Application: \_\_\_\_\_

### Applicant Information

Name of Applicant: \_\_\_\_\_

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

Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

### Applicant's Interest in the Property:

- Owner       Tenant       Option to Purchase  
 Owner's Representative       Other: \_\_\_\_\_

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

Name: \_\_\_\_\_

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

Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

### 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**

For Office Use Only:			
Comments:		File No:	
Cash Receipt No:	Amount Paid:	Cheque No:	

**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**

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**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)

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

**BOTH SIDES OF THIS FORM MUST BE COMPLETED**