

## Minor Zoning Variance Application

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A Minor Zoning Variance Application is a request to the Development Officer for the relaxation of certain Zoning Regulations as per the current *Regina Zoning Bylaw 2019-19* as applied to a specific property. The zoning of the property does not change, but the Development Officer may allow to vary one or more specific regulations, requirements, and standards of the Zoning Bylaw by a maximum of ten per cent through this application.

**Accuracy of information provided on the application form is critical to a legal and binding decision. Be as accurate as possible.**

**Application fees are required to be paid in full at the time of application.**

A cheque payable to the City of Regina, reflecting the current application fee. Alternatively, the applicant may arrange to call in a credit card number to Planning & Development Services Administration staff at 306-777-7551. Development Application Fees can be found on [Regina.ca](http://Regina.ca).

### Submission

Submit the completed application form, plans and supporting documents to:

Planning & Development Services  
City of Regina  
9<sup>th</sup> Floor, City Hall  
PO Box 1790  
Regina, SK S4P 3C8

or by E-mail to:  
[proposeddevelopment@regina.ca](mailto:proposeddevelopment@regina.ca)



**Description of Proposed Development (state exactly what you propose to do)**

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**Give Reasons for Minor Zoning Variance**

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**Submit Drawings and Site Plan Drawn to Scale in Metric Units Containing:**

- Site Plan indicating:
  - Scale and a North arrow
  - All property lines
  - Locations and dimensions of all existing & proposed buildings or structures on-site indicating setbacks
  - Locations of all streets, lanes bordering on the property
  - Locations and dimensions of any existing easements, encroachments on-site
- Landscape Plan
- Floor Plans and dimensions of each floor
- Elevations of all sides with dimensions including building or structure height
- Any other relevant documents such as Surveyor's Certificate, copy of Real Property Report, Land Title, etc.

**Terms and Conditions**

I, the undersigned, being the Owner(s) and/or Agent for the Owner, of the above location hereby acknowledge no development will commence without the approval of the City of Regina which may include specifications and instructions issued by Development Officer in respect of work incidental to the development in accordance of this application.

**Applicant**

**Owner(s) (if different than Applicant)**

\_\_\_\_\_  
Applicant Full Name (Print)

\_\_\_\_\_  
Owner(s) Full Name (Print)

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Owner(s) Signature

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Date Signed

# Minor Zoning Variance Procedure

