

## Zoning Bylaw Amendment Application

**Prior to submitting a formal application, you may wish to contact the Planning & Development Services Department for a preliminary consultation**

The Zoning Bylaw is a set of regulations which controls land use and development in the City of Regina.

The Zoning Bylaw divides the city into zones. Within those zones, permitted and discretionary uses are established, as are regulations with respect to lot size, coverage, placement of buildings and other development standards. Requirements will vary among zones, but must be uniform within zones.

Property owners can submit applications to change the zoning designation of their property.

Applications for zoning amendments will be determined to be either minor or major zoning amendments as follows:

**Minor:** A map change rezoning of a property from one designation to another for greenfield, or an extension of a zoning boundary to reflect addition of lands to existing property, or moderate change in use or intensity within its own class (example: commercial and industrial).

**Major:** All other zoning amendments are considered major.

### Application Requirements

The following is required:

1. A completed application form with **all** questions answered and signed by the applicant and the owner (if different)  
**Accuracy of information provided on the application form is critical to a legal and binding decision. Please be as accurate as possible.**
2. Cheque - Application Fee  
Credit card - Application Fee  
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 City Planning Branch Administration staff (306-777-7551). Development Application Fees can be found on Regina.ca.
3. Property titles for all affected lands
4. Plan of rezoning, if multiple properties are proposed to be rezoned.
5. Proposed text amendments, if changes to text are being proposed.
6. Any additional data as may be required pursuant to the *Planning & Development Act, 2007*, and any other applicable regulations herein or by the Development Officer.

**Your application may be deemed incomplete and sent back to you if any of the above required elements are missing from your submission.**

### **Refund Policy**

Should you wish to withdraw your application after submission, the following refund policy will apply:

- 75 per cent of the fee will be refunded if withdrawn before circulation
- 50 per cent of the fee will be refunded if withdrawn after circulation, but prior to advertisement in the newspaper
- 0 per cent of the fee will be refunded if withdrawn after advertising in the newspaper

### **Submission**

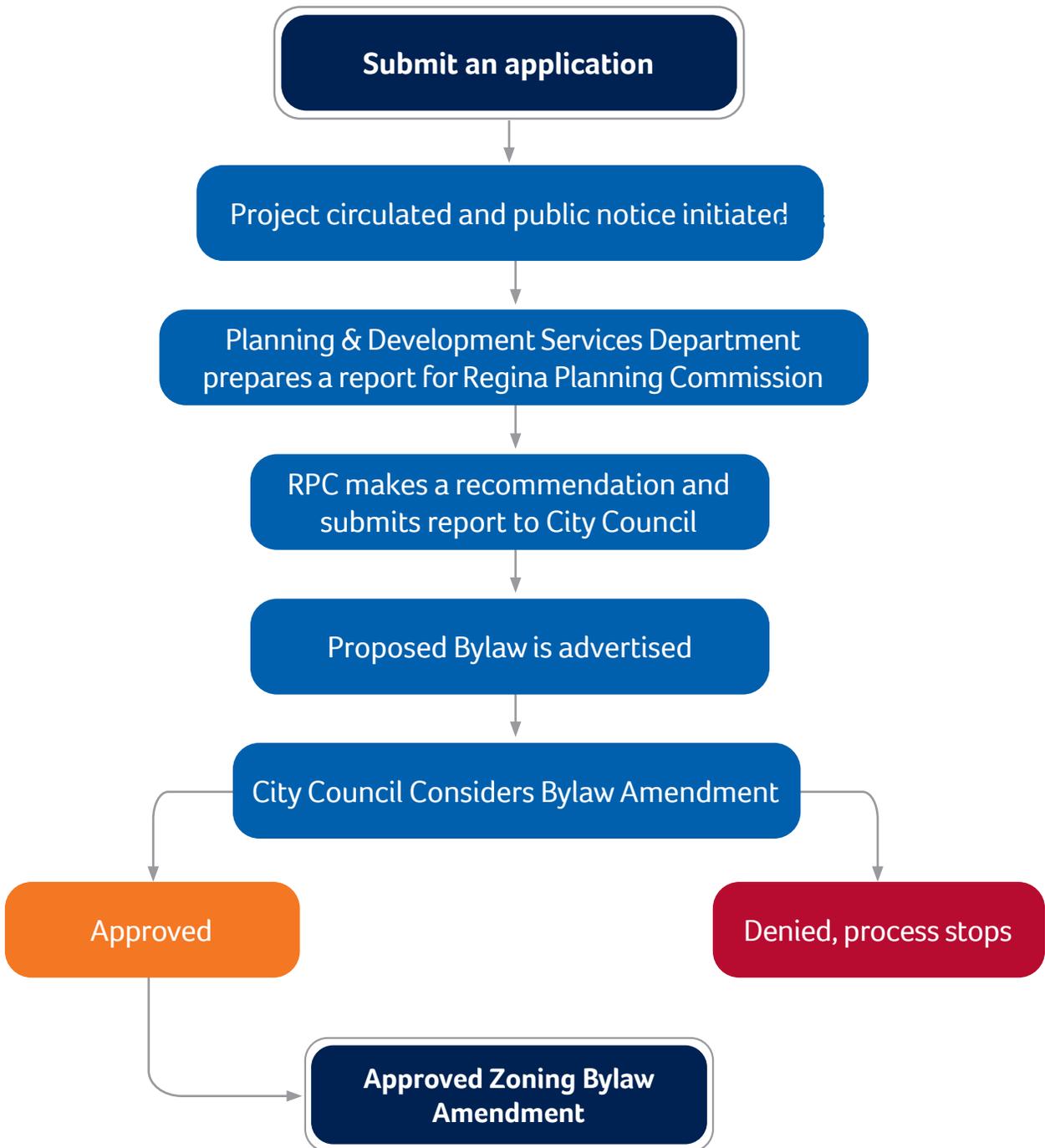
Submit the completed application form, the required application fees, plans and supporting documents by:

Email: [proposeddevelopment@regina.ca](mailto:proposeddevelopment@regina.ca)

OR

Mail: City of Regina  
9th Floor, City Hall  
P.O. Box 1790  
Regina, Saskatchewan, S4P 3C8

# Zoning Bylaw Amendment Procedure





## Zoning Bylaw Amendment Application

### Applicant

Registered Owner

Representative of Owner

Option to Buy

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

Company: \_\_\_\_\_

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

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

### Present Owner (if different from Applicant)

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

Company: \_\_\_\_\_

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

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

### Subject Property

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

Lot(s): \_\_\_\_\_ Block : \_\_\_\_\_ Plan No: \_\_\_\_\_

¼: \_\_\_\_\_ Sec: \_\_\_\_\_ Tp: \_\_\_\_\_ Rq: \_\_\_\_\_ W 2<sup>nd</sup> Meridian: \_\_\_\_\_

**Agent/Engineer/Architect/Contractor** \_\_\_\_\_

### Present Use of buildings and Property (be specific)

### Description of intended development after Zoning Bylaw Amendment



I further agree to indemnify the City against all losses, costs, charges or damages caused or arising from any action undertaken pursuant to any permit issued under this application.

I understand that the development application review process is a public process and that this application form, including the information and materials submitted with it, is a public document that will be publicly available for inspection during the review process. I consent to the reproduction, in whole or in part, of any document submitted as part of a complete application for internal use, inclusion in Administration reports or distribution to the public either online or through other means for the purpose of application review.

_____ Signature of Applicant	_____ Signature of Owner (if different from applicant)
_____ Name	_____ Name (printed)
_____ Date	_____ Date

**Please ensure you have attached**

Application Fee       Property Title       Required Plans