
DEVELOPMENT REVIEW APPLICATION

The Meewasin Valley Authority Act requires Authority approval for all Improvements in Meewasin's Conservation Zone that are:

- in the river channel, or
- have an aggregate cost of \$25,000 or greater.

Exemptions to this requirement are Improvements:

- solely to the interior of a building;
- solely related to water and sewage treatment and distribution on public land;
- solely related to *The Highway and Transportation Act* on public land; and,
- in areas exempted by Meewasin's Bylaw #3 *The Development Review Exemption Bylaw*.

An Improvement is a building, structure or service facility constructed or a landscape construction within Meewasin Valley, or any alteration thereof or addition thereto but does not include the ordinary care, maintenance or repair of a building, structure, or service facility or of landscape construction.

Meewasin requires all Concept Plans be approved by the Authority pursuant to section 10 of *The Meewasin Valley Authority Act*.

A Concept Plan is the neighbourhood-scale land development or redevelopment plan. It includes residential, commercial, institutional, and/or industrial uses and shows broad, conceptual design elements such as development areas for various land uses, primary transportation and utility routing and infrastructure.

1. Application for Improvements

All applications for Improvements must include the following components.

- Location map showing the site of the Improvement and the relationship to the site adjacent properties, buildings, facilities, and important natural features.
- Design drawings and plans including:
 - Plan of proposed site Improvements;
 - Contour lines (existing and proposed);
 - All elevations for buildings, trails, slopes, etc.;
 - At least two (2) sections (for a building);
 - Three-dimensional renderings showing both summer and winter perspectives;
 - Construction impact plans showing full geographic extent of disturbance, including staging;
 - Pedestrian and cycling access routes during construction;
 - Communications and public consultation plan;
 - List of sustainability features and considerations;

- Landscape planting plan identifying native species forbs, grasses, trees, and shrubs to be retained, and all vegetation removed and replanted;
- A0 size hard copy of all plans; and
- Full set of construction drawings. These can be submitted when available, **but must be submitted prior to start of any site work or construction.**

2. Application for Concept Plans

All applications for Concept Plans must include the following components.

- Location map showing the location of the Concept Plan and its context within the existing or proposed urban setting.
- Drawings and plans including:
 - the location of each type of land use;
 - transportation circulation and access;
 - impact on natural areas;
 - utility and transportation infrastructure;
 - roadway interface with natural areas and other land uses;
 - drainage;
 - slope stability;
 - contour lines (existing and proposed);
 - list of sustainability features and considerations; and
 - A0 size hard copy of plans.

3. All Applications

Additional information may be requested by Meewasin, based on the nature of the Improvement, as outlined in Meewasin's Development Review Policy 2016. This may include:

- Environmental Evaluation Report (section 2.1.1);
- Geotechnical Report (section 3.1.1);
- Hydrological Report (section 5.1.1);
- Traffic Impact Study (section 8.1.1);
- Heritage Resources Report (section 10.1.1); and/or
- Other information, models, or specifications that Meewasin may require as part of the review.

4. Fees

Construction Value	Under \$500,000	\$500,000 to \$2,000,000	Over \$2,000,000
Fee	\$1,250	\$1,750	\$2,750

5. Submission

The following information is required to complete a development review application:

- Completed application form (attached);
- All material outlined in sections 1 & 2 and, if applicable, section 3 above;
- Application fee (see attached fee schedule) payable by cheque or credit card. Cheques must be made payable to Meewasin Valley Authority; and
- Proof of ownership or legal interest in the property.

The application and required information must be submitted by one of the following:

- By email to planning@meewasin.com;
- By mail or in person to: Meewasin Valley Authority
402 Third Avenue South
Saskatoon, SK S7K 3G5

6. Application Review

Proposed Improvements and Concept Plans are evaluated for conformity with Meewasin's Development Plan as a whole and the Development Review Policy in particular.

The application is reviewed by Meewasin to ensure it is complete for review by the Development Review Committee prior to being considered by the Authority. The Development Review Committee consists of professionals appointed by the Authority on the basis of their expertise. The Committee reviews the application and prepares a recommendation for the Authority.

Applicants will be contacted to confirm their application has been received and will be advised of the date and time of the Development Review Committee meeting at which their application will be considered. Applicants will have the opportunity to make a five-minute presentation to the committee and respond to questions.

Applicants will be advised of the Meewasin and Development Review Committee's recommendations and notified of the time, date and place of the public hearing at which their application will be considered.

7. Decision

The Authority will conduct the public hearing, as required by the Public Hearing Bylaw, and render its decision. Applicants will have an opportunity to make a five-minute presentation. Members of the public may also provide comments. The Authority must decide to:

- Approve the application as submitted;
- Approve the application subject to any terms or conditions deemed appropriate*; or
- Deny the application.

*Any conditions of the approval must be satisfied prior to the start of site work or construction.

Any person or participating party who alleges that the Development Plan has been misapplied or is aggrieved by any terms or conditions may appeal to the Meewasin Valley Appeal Board.

DEVELOPMENT REVIEW APPLICATION FORM

1. Applicant (attach proof of estate or legal interest)

Name _____ Address _____

Postal Code _____ Phone _____ Email _____

2. Representative (if any) to whom correspondence should be sent

Name _____ Address _____

Postal Code _____ Phone _____ Email _____

3. Legal land description

4. Civic Address (if applicable)

5. Description of the proposed Improvement or Concept Plan

6. Anticipated Start Date (Month and Year) _____

7. Anticipated Completion Date (Month and Year) _____

(The date range above will constitute the approval period)

8. Construction Value \$ _____

Signature of Applicant

Date (YYYY-MM-DD)

Signature of Representative

Date (YYYY-MM-DD)

NOTES:

- The Meewasin Valley Authority approval process is separate and apart from approvals which may be required by other agencies and jurisdictions.
- No on-site work shall commence until the Authority has approved the application.

For office use only

Received by	Date of initial submission	Date of completed submission