

Yard – the open, unoccupied space on a lot between the property line and the nearest wall of a building.

Yard, Front – that part of a site that extends across the full width of a site between the front site line and the nearest main wall of a building or structure.

Yard, Rear – that part of a site which extends across the full width of a site between the rear site line and the nearest main wall of a building or structure.

Yard, Required – the minimum yard required by a provision of this Bylaw.

Yard, Side – the part of a site that extends from a front yard to the rear yard between the side line of a site and the nearest main wall of a building or structure.

3 Administration

3.1 Development Officer

The Rural Municipal Administrator shall be the Development Officer responsible for the administration of this Bylaw. In their absence Council may designate other employee(s) of the Municipality from time to time.

3.2 Application for a Development Permit

- a. Every person shall obtain a development permit before commencing any development within the Municipality, except those developments that are listed as exempt.
- b. The completed development permit application shall include:
 - ☐ A description of the intended use or proposed development including any change in building use or land use change
 - ☐ Legal land description
 - ☐ The signature of the applicant and the registered landowner(s)
 - ☐ A copy of the Certificate of Title
 - ☐ Estimated commencement and completion dates
 - ☐ Floor Plans and elevations of the proposed development (which will be kept at the Municipal Office for future reference)
 - ☐ any other information needed to assess the application.
 - ☐ An attached site plan which shall include:
 - All adjacent roads, highways, service roads and access to the site (label on site plan)
 - Rights-of-ways and easements (gas, oil, power, drainage easements, etc)
 - All drainage courses
 - Location of proposed development
 - Existing development on the site
 - Landscaping details (existing trees, removal of trees, proposed plantings, berming, water features, etc)
 - Setbacks to property line, road and services
 - Top of bank and water
 - Existing and proposed services:
 - Location of well or cistern
 - Method and location of sewage disposal
 - Sign location and details like artwork, colors, size, lights, etc
 - Parking and loading facilities