



300-12222 Ewing Avenue
Regina SK S4M 0A1
Phone: 306-787-4842
Email: operations@thegth.com

Discretionary Use Application

If your proposal is not a permitted use then you must apply for a Discretionary Use and you must obtain GTH Development Officer approval before a development commences. To begin this process, forward a completed Discretionary Use application to operations@thegth.com.

The timing associated with the approval of a discretionary use will be determined on an individual basis. For more complex projects the review time may take longer. The review does not begin until the proponent has submitted all of the required documentation and drawings. The review time is for the initial review only; any resubmission will extend the timelines required.

If clarification is required by either the applicant or the approver a collaborative meeting can be scheduled. To schedule a meeting, contact 306-787-4842 or operations@thegth.com.

All of the following information is necessary to facilitate a thorough and timely evaluation and decision on your application. All materials submitted must be clear, legible and precise. If there are any changes to the information following the submission of your application please provide our office with a copy of the change.

A. Applicant/owner information	
Applicant is the: Owner Authorized Agent of the Owner (Provide documentation/letter to confirm status of the authorized agent) If you are not the current land owner, is the land owner aware of this application for discretionary use? Yes or No If <u>yes</u> , please state the land owners name and phone number: _____	
Name	Phone number
Applicant Information	
Business name:	Sole Proprietor Incorporated (Provide a copy of Certificate of Incorporation) Partnership
Last name:	First name:
Contact name: (If different than above)	Email:

Mailing address:	Telephone:	Cell phone:
		Fax:
City:	Province/State:	Postal Code/Zip Code:

Location of Subject Property

Last name:	First name:
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Corporation:

Mailing address:	Telephone:	Cell Phone:
		Fax:
City:	Province/State:	Postal Code/Zip Code:

Email:

B. General project information

Project municipal address:

Project legal description:

Surface parcel # _____

Lot(s) _____ Block _____

Plan Number _____

Project value:

Estimated start date:

Completion date:

Size of building: (m ²)	Length: (m)	Width: (m)	Height: (m)
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C. Purpose of application:

New construction	Addition	Alteration or repair	Demolition
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Proposed use of building:

Current use of building:

General description of work to be completed (attach another page if required):

D. Attachments required

Include the information below on two full size paper copy (e.g. A1, ANSID or ARCHD), drawing scale to be appropriate for the size of the site (e.g. 1:100 to 1:1000) and provide two reduced copy (11x17) of the plan and an electronic copy in PDF format.

Please indicate if the following information will be attached or if it will follow:

Attached:	To follow:
Site Plan	Site Plan
Geotechnical Study	Geotechnical Study
Architectural plans	Architectural plans
Structural plans	Structural plans
Mechanical plans	Mechanical plans
Land drainage and retention plans	Land drainage and retention plans
Electrical plans	Electrical plans
Fire protection plans	Fire protection plans

E. Declaration of applicant

I, _____ certify that:

I am the President/Director of _____ and the information contained in this application, attached schedules, plans and specifications and other attached documentation is true to the best of my knowledge and I make this solemn declaration conscientiously believing it to be true and knowing it is of the same force and effect as if made under oath.

Name

Signature

Date

For office use only

Date application received in full:

Date application approved:

Development Officer signature