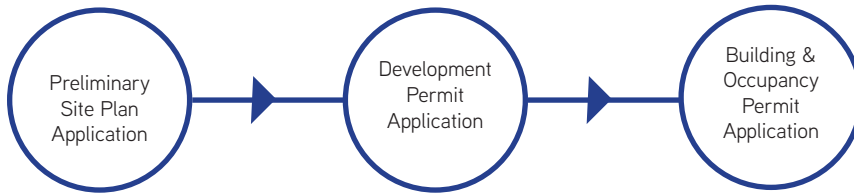


# Permit Application Information Sheet



## DEVELOPMENT STAGES



## DEVELOPMENT FEES

Development Permit Application	<b>\$10,000</b>
Discretionary Use Application	<b>Standard (\$2,500) Complex (\$5,000)</b>
Amendment to Development Plan or Zoning Bylaw	<b>Minor (\$3,500) Major (\$5,000)</b>
Subdivision Application	<b>\$1,500</b>
Building & Occupancy Permit	<b>Minimum \$5,000</b>
Water & Sanitary Service Connections	<b>\$1,000</b>

## THE PROCESS

### PRELIMINARY APPLICATION

The preliminary application and site plan provides initial insight to the proposed development to see if it aligns with the GTH's bylaws, policies and standards.

1. Complete the Preliminary Application Form.
2. Submit preliminary site plan.
3. Submit description of potential environmental impacts.
4. Schedule a meeting with Colliers to further discuss the plans and sale of lot.

**Minimum time to review is 15 business days**

### DEVELOPMENT PERMIT

1. Complete the Development Permit Application Form.
2. Submit proposed drawings.
3. Provide information for: solid waste management, construction waste, erosion control, stormwater and snow storage.
4. Estimate proposed value of construction.

Proposed development should align with GTH's development standards and zoning bylaw. Following review, the GTH will either

- i. Approve
- ii. Approve with conditions
- iii. Reject

**Minimum time to review is 20 business days**

### BUILDING & OCCUPANCY

1. Complete the Building & Occupancy Permit Application Form.
2. Submit copies of approved site plan.
3. Submit copies of approved building plans.
4. Submit engineer-stamped designs drawings.
5. Submit other documents such as geotechnical reports, fireplace installation specs, hazardous materials.

The GTH and its representatives will review the information. Following review, the GTH will either

- i. Issue the building permit
- ii. Issue the building permit with conditions
- iii. Require a submission

**Minimum time to review is 30 business days**

Please note that the historical average turnaround time for approvals has been 18 days.



**Contact Us: +1 306 789 8300**

For sales/leasing inquiries: [jeni.gaudette@colliers.com](mailto:jeni.gaudette@colliers.com)

For property management inquiries: [nitin.agarwal@colliers.com](mailto:nitin.agarwal@colliers.com)