

BYLAW NO. 03-2025

A BYLAW OF THE RURAL MUNICIPALITY OF LAIRD NO. 404 IN THE PROVINCE OF SASKATCHEWAN TO IMPLEMENT A PLANNING AND DEVELOPMENT FEE SCHEDULE

The Council of the Rural Municipality of Laird No. 404, in the Province of Saskatchewan, enacts this bylaw as follows:

1. This bylaw may be cited as the "Planning and Development Fee Bylaw".
2. In this bylaw, the following definitions apply:
 - a) "Administrator" – shall mean the administrator of the municipality;
 - b) "Council" – shall mean the Municipal Council of the Rural Municipality of Laird No. 404;
 - c) "Municipality" or "RM" – shall mean the Rural Municipality of Laird No. 404.
3. In accordance with Section 51 of *The Planning and Development Act, 2007*, the Municipality may prescribe a schedule of fees to be charged for the application, review, advertising, approval, enforcement, regulation and issuance, as the case may be, of:
 - a) A development permit;
 - b) A discretionary use;
 - c) A minor variance; and
 - d) An amendment to an official community plan or zoning bylaw.
4. The schedule of fees to be set is included as Schedule 'A' attached hereto and forming part of this bylaw.
5. In accordance with subsection 51(2.1) of *The Planning and Development Act, 2007*, in conjunction with this Bylaw, Council shall adopt a separate document that sets out the rationale for the fees which may, by resolution, be amended or replaced from time to time. This document shall be known as the "Planning and Development Fee Bylaw Rationale Document".
6. Bylaw No. 02-2020 is hereby repealed.

This bylaw shall come into effect on the date of approval of Council.



Reeve

Administrator

This Bylaw given first reading at the August 14, 2025 Regular meeting of Council.
This Bylaw given second reading at the September 11, 2025 Regular meeting of Council.
This Bylaw given third reading at the September 11, 2025 Regular meeting of Council.

This Bylaw given final reading and adopted at the September 11, 2025 Regular meeting of Council.

Certified True Copy

I hereby certify that this is a true
and exact copy of the original
document dated this 12th day
of September, 2025.

Administrator

RURAL MUNICIPALITY OF LAIRD NO. 404

SCHEDULE "A"

TO BYLAW NO. 03-2025

Planning and Development Fee Schedule (fees include applicable taxes)

Development permits and minor variances

a) Permitted use (excluding situations described in c)).....	\$350.00 ⁽¹⁾
i. Signs.....	\$50.00
b) Discretionary use (excluding situations described in c)).....	\$500.00 ⁽¹⁾
i. Aggregate Operations.....	\$2000.00
ii. Intensive Livestock Operations.....	\$2000.00
c) Permitted or Discretionary Use where located in area identified for potential hazard, or where provincial development standards are on title.....	\$1000.00
d) Minor variance.....	\$150.00
e) Change of use related to an act of subdivision where no new development is proposed.....	\$0.00

(1) Permitted and discretionary ancillary or accessory uses requiring permitting under the Zoning Bylaw are subject to the same fee as the principal permitted or discretionary use.

Official Community Plan and Zoning Bylaw Amendments

a) Official Community Plan Textual Amendment	\$1000.00
b) Zoning Bylaw Textual Amendment	\$1000.00
c) Official Community Plan Future Land Use Map Amendment	\$500.00
d) Zoning Bylaw Map amendments from any Class to:	
i. Class 1	\$500.00
ii. Class 2	\$750.00

Where an application to redesignate or rezone land involves redesignation or rezoning land to two or more classes of land use areas or zoning districts, the sum total of the fees for the class changes shall apply (e.g. rezoning Class 1 land to partially Class 2; \$500.00 + \$750.00=\$1250.00). Where application is made for amendments to both the Official Community Plan and Zoning Bylaw, the respective fee for each amendment shall apply.

Where an amendment application involves both a textual and mapping component, the prescribed fee for each aspect of the amendment shall apply.

Where complementary or enabling amendments are required and sought to both the Official Community Plan and Zoning Bylaw, the respective prescribed fee for each amendment shall apply.

Class 1 Districts:

- Agricultural District (AG)
- Agricultural Residential District (AR)

Class 2 Districts:

- Country Residential 1 District (CR1)
- Country Residential 2 District (CR2)
- Country Residential 3 Districts (CR3A – CR3C)
- Industrial/Commercial District (M)
- Any other future District to be amended into the Zoning Bylaw

Except for *permitted use* applications, in addition to the review and administrative costs above, the applicant will also be responsible for all costs related to the advertising of any required public notice and subsequent required public hearing. This may include but is not limited to: advertisement in a local newspaper; written notice to landowners; posting of public notice on-site or in other public places; any materials required in the preparation or posting of the notice; and any separate facility rental to accommodate the public hearing if a venue larger than Council's chambers is required. These fees are variable depending on the complexity of the particular task or action. These fees would be variable depending on the nature of an application, will be cost-recovery only, and will be communicated to an applicant after assessment of an application.

For all permitting and amendment-related matters where it is anticipated that engagement with engineering, legal, or other professional expertise is necessary to properly review an application and/or implement the decision of the Development Officer or Council, applicants will be solely responsible for those costs. Costs may vary on a case-by-case basis depending on the type or complexity of an application and shall not exceed cost-recovery to the RM. In such cases, the municipality may require an applicant to provide a retainer fee of up to \$5,000.00 to be applied to said costs. Upon request of an applicant, a detailed accounting of how any portion of the retainer was used shall be provided. Any funds in excess of those required for professional services will be refunded. No refund will be issued where professional expertise was engaged, and where an application is refused, unsuccessful, or withdrawn.

Council, at its discretion, may consider a reduction, waiver, or refund of any fee prescribed, or portion thereof, in this bylaw where:

- 1) Formal written request is made by the applicant;
- 2) Municipal resources required are not anticipated, or were proven to be significantly less than the prescribed fee; and
- 3) Guidance on the granting of a fee waiver is set by resolution and policy for implementation by the Development Officer, or individually done by resolution of Council.

Unless authorized by resolution of Council, no fee or portion thereof shall be refunded where an application is refused, unsuccessful, or withdrawn.

In all matters relating to the review of tasks or actions, the RM shall act in good faith to minimize costs to applicants but shall ensure that an adequate and suitable review is performed prior to making any decision.