

# Instructions to Complete Application for Development Permit under *The Water Security Agency Regulations*

**Please read these Instructions completely before filling out the accompanying Application form.**

Pursuant to Section 4 of the *The Water Security Agency Regulations*, no person shall undertake any development within a reservoir development area without a permit. Every applicant for a permit shall submit to the Water Security Agency (WSA) a completed application form, an acceptable plan of the proposed development and any additional information as the WSA deems necessary to evaluate the potential for impacts to, or from, the development. A separate and complete application is required for each development and the following provides itemized information on how to complete the application form.

## **Item 1: *Name of Applicant(s)***

The applicants should be the owners or legal occupants of the property on which the development is proposed. If the applicants do not own the property, a legal interest is required. The applicants are to clearly print or type their surnames and at least one given name and initial(s). When lands are owned by a corporation, company, association, or other legal entity, the full name of the entity is to be shown as the applicant. Additionally, and in order to address correspondence and inquiries, the first and last name of a principal contact should be provided.

**Where the applicant is not the owner of the affected lands, signature of both the applicant and the land owner must be provided.**

## **Item 2: *Reservoir Development Area***

Identify the specific reservoir development area in which the proposed development will be located.

## **Item 3: *Type of Development***

Check all of the development types that apply to your project.

## **Item 4: *Description of Works***

The applicant is to provide a brief description of what the development will consist of. Include a description of any intended operations or activities associated with the development.

## **Item 5: *Description and Owner of Lands***

The full legal description (Quarter Section, Township, Range and Meridian or surface parcel number as shown in the Saskatchewan land registry) and the names of the owners or occupants are to be provided for lands on which the development will be located and/or will be affected by the development. The applicant's legal interest in each parcel of land affected should be shown as one of the following:  
a) registered owner, b) holds the land under agreement for sale, or c) leases the land.

### **Item 6: Development Schedule**

General development timelines are to be provided. Where a detailed schedule of development exists, it should be appended to the application.

### **Item 7: Development Plans**

Detailed plans of the development should be provided with this application. If plans are being prepared by a third party, that party should be identified along with an estimated date for plan submission.

### **Item 8: Engineering, Geotechnical or Architectural Assistance**

Developments situated in a reservoir development area are within a geographic area in which a development, by itself or with others, may affect the reservoir or adjacent properties. Accordingly, professional or technical assistance is most often needed to properly and adequately plan, design, construct or operate a proposed development. The applicant is to provide a brief description of what investigations and evaluations will or have been done to ensure the proposed development proceeds in a safe and proper manner.

### **Item 9: Municipal Approval**

The WSA requires approval in principle of the proposed development from the municipality within which the development is located. This approval may be in the form of demonstrated compliance with existing zoning requirements and bylaws or by the approval of council in a form of its choosing.

**Applicant's Signature: All applicants and the legal owner of the affected lands are required to sign and date the application (See Item 1). When lands are owned by a corporation, company, association, or other legal entity, the application must be signed by an officer or director and a seal affixed. If no seal is affixed this application must be accompanied by an affidavit of corporate signing authority.**

**Completed applications should be submitted to:**

**Water Security Agency**  
402 Royal Bank Tower  
1101 - 101st St.  
North Battleford SK S9A 0Z5  
Ph: 1.866.727.5420  
Fax: 306.446.7461  
E-mail: [RDA@wsask.ca](mailto:RDA@wsask.ca)



# Application for Development Permit under The Water Security Agency Regulations

WSA File: \_\_\_\_\_

**PLEASE READ THE INSTRUCTIONS BEFORE COMPLETING THIS APPLICATION.**

1. Applicant: \_\_\_\_\_

Principal Contact: \_\_\_\_\_  
(surname, first name and initials)

Mailing Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Cellular No.: \_\_\_\_\_

2. I/We do hereby make application under *The Water Security Agency Regulations* for a development permit within the \_\_\_\_\_ Reservoir Development Area.

3. The proposed development will be used for: (*check all that apply*)  
 Domestic     Agricultural     Commercial     Industrial     Recreational  
 Residential     Subdivision     Other \_\_\_\_\_

4. Brief description of what the development will consist of:

5. The development will be located on and affect the following lands or areas:		
Land Description or Surface Parcel	Registered Owner	Applicant's Interest in Said Land
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

If the interest in the Said Land is by lease agreement, a signed copy of the lease:  
is enclosed with this application form  
is being finalized and will follow

6. Proposed date of beginning of development \_\_\_\_\_  
Estimated date of completion \_\_\_\_\_

7. General or detailed plan of the proposed development:  
 is enclosed with this application form  
 is being prepared by \_\_\_\_\_ and will follow.

8. Have you, or do you intend to obtain professional or technical (engineering, geotechnical or architectural) assistance in the planning, design, construction or operation of your proposed development?  Yes  No

If yes, what kinds of professional or technical assistance?

*(Describe briefly, indicating both the kind of assistance and scope of the services).*

9. Has the proposed development been fully discussed with and approved in principle by the following agencies responsible for the land use requirements, zoning requirements or bylaws? *(check all that apply)*

(a) Rural Municipality  Yes  No  Not Applicable

(b) Urban Municipality  Yes  No  Not Applicable

(c) Other \_\_\_\_\_  Yes  No  Not Applicable

Confirmation of municipal approval:

is enclosed with this application form

is being finalized and will follow

I/We certify that the information contained in this application is complete and accurate.

I/We acknowledge any information submitted in support of this application will be subject to disclosure under the Freedom of Information and Protection of Privacy Legislation (FIOP). If supporting information contains a confidentiality provision, the Applicant must provide a letter from the author of the information acknowledging the information is being provided to the Water Security Agency and authorizing it to be made public.

I/We acknowledge that the Water Security Agency may require additional information required to review the application.

Date (DD-MMM-YYYY) \_\_\_\_\_

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Applicant's Signature