

Concept Plan Application

Concept Plan applications are required to be submitted in accordance with the requirements outlined in the [Concept Plan Guidelines](#).

This form is required to initiate formal review of applications for new concept plans, major or minor amendments to existing concept plans.

New Concept Plan: Concept plan for an area previously not subject to a concept plan.

Major Amendment: Generally, includes major structural changes to an existing concept plan, requiring technical submissions and verifying compliance with technical or policy requirements.

Minor Amendment: Includes all amendments to existing concept plans not requiring extensive review through submittal requirements, such as minor changes to plan details (density, land use, local streets, etc.).

Note: The accuracy of the information provided on the application form is critical to a legal and binding decision. Please be as accurate as possible.



Concept Plan Application

Applicant

☐ Registered Owner

☐ Representative of Owner

Name: _____

Company: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone Number: _____ Email: _____

Subject Property

Lot(s): _____ Block : _____ Plan No: _____

1/4: _____ Sec: _____ Tp: _____ Rq: _____ W 2nd Meridian: _____

Project Description

Concept Plan Name: _____

Category: New/ Minor Amendment/ Major Amendment: _____

Plan Area (ha): _____ # of Landowners (existing): _____

Signature of Applicant

Name

Date

Concept Plan Application Checklist

* Please contact the Planning and Development Services Department before submitting the application to identify process and application requirements.

* The supporting documents for any amendments will be determined through the pre-application stage.

* The Output Plans and Input Analyses sections below list only the category headings and do not include all required submission materials. Multiple documents may be required under each category. Applicants are responsible for reviewing the [Concept Plan Guidelines](#) and submitting all documents necessary to satisfy the requirements of each category.

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Output Plans:

- Concept Plan
- Detailed Reference Plan
- Staging Plan
- Infrastructure Plan
- Transportation Plan
- Explanatory Document (Optional)

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Input Analyses:

- Site Inventory Analysis
- Servicing Reports

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Application fee (payable to the City of Regina), by cheque payable to the City of Regina, or the applicant may arrange to call in a credit card number to City Planning Branch Administration staff (306-777-7551). (Development Application Fees can be found on Regina.ca.)

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Letters of support from all landowners within the concept plan area

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Property titles for all affected properties in the concept plan area

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Landownership map; corresponding list that includes contact information

- *Your application will be deemed incomplete and sent back to you if any of the above required elements are missing from your submission.*
- *The City, at its discretion, may waive any of the requirements or may require additional items.*
- *Applicants must submit the AutoCAD (.dwg) and/or GIS data, in form of Shapefiles (.shp, .shx, .dbf, .prj, and related files) or, File Geodatabase (.gdb), to produce the Concept Plan maps and graphics.*

Submission by email:

proposeddevelopment@regina.ca

Contact:

306.777.7551