Rural Municipality of North Qu'Appelle No. 187
Lot Consolidation Policy
Policy Number: PD2025-01
Council Resolution Number: 25-148
Resolution/Effective Date: March 28, 2025

This policy will guide the Rural Municipality of North Qu'Appelle in making decisions regarding lot consolidation requests. It aims to ensure accuracy, transparency, and consistency in processing consolidation applications.

As per the **Planning and Development Act, 2007, Section 122(a)(ii)**, the consolidation of two or more adjacent parcels is exempt from requiring approval from Government Relations; Community Planning Branch. Consequently, lot consolidation only requires approval from the RM Council.

1. Purpose

The purpose of this policy is to outline the conditions under which the consolidation of two or more adjoining properties will be permitted within the RM of North Qu'Appelle.
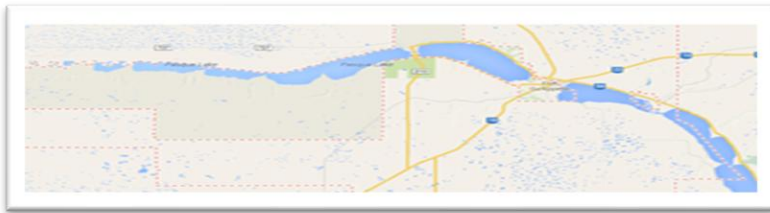
2. Definitions (as defined in the RM Zoning Bylaw)

a) **Principal Building**: The main or primary building on a lot used for residential or commercial purposes.
b) **Accessory Building**: A subordinate building to the principal building on the lot, typically used for purposes such as storage or a garage.

3. Application

a) Council will permit the consolidation of two or more side-by-side lots into one taxable parcel (assessment number) under the following conditions:

- **Council approval is required**;
- **Both lots must have the same name** on the title as registered with Information Services Corporation;
- **All property taxes must be paid** in full, including any arrears and the current year's taxes;
- **The lots must be surveyed and consolidated into one lot** with Information Services Corporation. Tying of lots will not be approved;
- **Both lots must be in the same Zoning District** as per the RM's Zoning Bylaw;
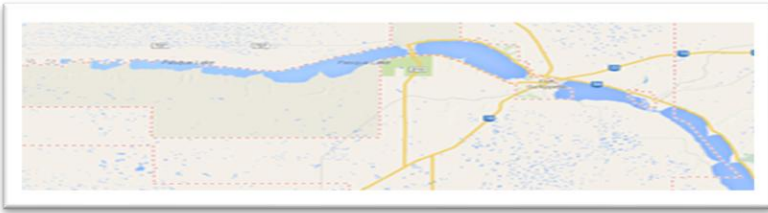- **One of the following conditions must apply**:

- The consolidation includes a principal building on one lot with either a vacant lot or an accessory building (such as a garage) on the second lot. **Lots with a principal building on each lot cannot be consolidated**; or
- The principal building occupies more than one lot (e.g., the building sits partially on two adjoining lots, and the lots could only be sold separately if the building were moved off the lot).

b) **No adjustments will be made** to the current year's assessment or tax levy.

c) Applications for lot consolidation must be submitted using the **Application to Consolidate Lot Form** (Appendix A).

d) A **non-refundable payment** (as outlined in Appendix A) must accompany the request for consolidation.

Appendix A to Policy No. PD2025-XX
Application to Consolidate Two or More Lots

I/We, _____ of
_____ in the Province of Saskatchewan, hereby submit an
application to consolidate the following lots:

Lot Details:
Roll #_____ Lot _____ Block _____ Plan No. _____ Ext _____
Civic Address:
_____

AND

Roll #_____ Lot _____ Block _____ Plan No. _____ Ext _____
Civic Address:
_____

In consideration of the RM of North Qu'Appelle's **Consolidating Lots Policy No. PD2025-XX**, I/we
request Council to consider our application for the following reasons:
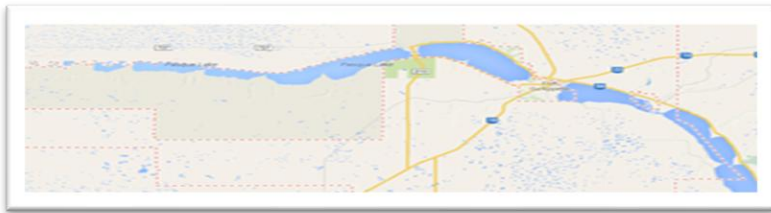
_____
_____
_____
_____

Required Attachments:

- A site plan indicating the legal land descriptions, existing structures, and any proposed structures,
  if applicable. The Development Officer may require additional information before submitting to
  Council. All requests must conform to the Zoning Bylaw and the Official Community Plan (OCP).

I/We verify that I/we hold titled ownership of both properties listed above, and this information can be
verified through Information Services Corporation.
Initial: _____

I/We understand that upon Council approval and the consolidation through Information Services
Corporation, the above properties will be added to SAMA's maintenance list for the next assessment year.
No adjustments will be made to the current year's assessment or tax levy.
Initial: _____

I/We understand that the RM of North Qu'Appelle will not incur any expenses related to this consolidation and that I/we are solely responsible for any fees associated with the process.
Initial: _____

I/We agree to the fee of **$75.00** payable to the RM of North Qu'Appelle. Of this fee, **$25.00** will be submitted to SAMA for reinspection fees. This fee does not guarantee approval by Information Services Corporation, and no part of the fee is refundable once Council approval is granted.
Initial: _____ _____

I/We understand that the title to any parcel consolidated under this policy does not affect the parcel structure or title with Information Services Corporation.
Initial: _____ _____

Dated this _____ day of _____, **20**.

_____

Signature: _____
Print Name: _____

Signature: _____
Print Name: _____

_____

Approved by Motion of Council at the regular council meeting held on:
_____, 20 _____
Resolution # _____

_____

Administrator _____
Reeve _____

_____

Office Use Only
SAMA Alt Numbers: _____

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