

# **CHESTERFIELD INLET ZONING BY-LAW**

**BY-LAW NO. 147**

**2019**





CHESTERFIELD INLET, N.U. X0C 0B0  
PHONE 898-9951

**CHESTERFIELD INLET**  
**ZONING BY-LAW No. 147**

A By-law of the Hamlet of Chesterfield Inlet in Nunavut Territory to adopt a Zoning By-law pursuant to the provisions of the Planning Act, RSNWT (Nu), 1988, c. P-7, s.13.

**WHEREAS** the Council of the Hamlet of Chesterfield Inlet has prepared a General Plan, and

**WHEREAS** it is deemed desirable to regulate certain uses of land and development within the Municipality,

**NOW THEREFORE**, the Council of the Hamlet of Chesterfield Inlet, duly assembled, enacts as follows:

1. Schedules 2, 3 and 4 of this By-law are declared to form part of this By-law.
2. This By-law may be cited as the "Chesterfield Inlet Zoning By-law".
3. This By-law shall come into full force and effect on the date of its Third Reading.
4. Hamlet of Chesterfield Inlet By-law No. 96 is hereby repealed.

READ a first time this 13<sup>th</sup> day of FEB, 2019

Mayor

Senior Administrative Officer

After due notice and a Public Hearing, READ a second time this 24 day of

February 2020

Mayor

Senior Administrative Officer

**By-L**

APPROVED by the Minister of Community and Government Services this 18 day of December, 20 20

[Signature]  
Minister

READ a third and final time this 18 day of FEBRUARY, 20 21

[Signature]  
Mayor

[Signature]  
Senior Administrative Officer





# **SCHEDULE 2: ZONING REGULATIONS**



## TABLE OF CONTENTS

---

SECTION 1: INTRODUCTION & INTERPRETATION.....	1
1.1 PURPOSE.....	1
1.2 DEFINED AREA.....	1
1.3 SCOPE.....	1
1.4 VALIDITY .....	1
1.5 ESTABLISHMENT OF ZONES .....	1
1.6 INTERPRETATION OF ZONING BOUNDARIES .....	1
SECTION 2: DEFINITIONS .....	2
2.1 INTERPRETATION.....	2
2.2 DEFINITIONS.....	2
SECTION 3: ADMINISTRATION.....	9
3.1 POWERS OF COUNCIL .....	9
3.2 DEVELOPMENT OFFICER .....	9
3.3 DEVELOPMENT PERMIT.....	10
3.4 DEVELOPMENT PERMIT SUBMISSION REQUIREMENTS .....	11
3.5 NOTICE OF DECISION.....	12
3.6 EXPIRY OF DEVELOPMENT PERMIT.....	12
3.7 ENFORCEMENT .....	12
3.8 DEVELOPMENT APPEAL BOARD.....	13
3.9 ZONING BY-LAW AMENDMENTS .....	13
SECTION 4: COMPLIANCE WITH OTHER REGULATIONS .....	14
4.1 COMPLIANCE WITH OTHER REGULATIONS .....	14
4.2 BUILDING PERMIT .....	14
4.3 NUNAVUT WATER BOARD, CIRNAC, AND DFO .....	14
4.4 LEGAL LAND TENURE.....	15
4.5 NUNAVUT PLANNING COMMISSION (NPC) & NUNAVUT IMPACT REVIEW BOARD (NIRB).....	15
4.6 AIRPORT ZONING REGULATIONS.....	15
4.7 SCIENTIFIC INSTALLATIONS .....	15
4.8 ARCHAEOLOGICAL SITES.....	15
4.9 GRANULAR RESOURCES.....	16
4.10 UTILITY CORPORATION .....	16
4.11 GENERAL SANITATION REGULATIONS.....	16
SECTION 5: GENERAL PROVISIONS.....	17
5.1 ACCESSORY BUILDING .....	17
5.2 TEMPORARY CONSTRUCTION USES PERMITTED .....	17
5.3 RESTORATION TO A SAFE CONDITION.....	17
5.4 BUILDING TO BE MOVED .....	17
5.5 FRONTAGE ON A STREET .....	17
5.6 HEIGHT.....	18
5.7 FRONTAGE ON CURVES.....	18
5.8 FENCES.....	19
5.9 MULTIPLE USES ON A LOT .....	19
5.10 DISTANCE FROM WATERCOURSES.....	19
5.11 PARKING REQUIRMENTS .....	19
5.12 LOADING SPACE REQUIREMENTS.....	20
5.13 DAY CARE FACILITIES .....	20
5.14 HOME OCCUPATION .....	20
5.15 BED AND BREAKFAST.....	20
5.16 YARD REGULATIONS.....	21
5.17 MINOR VARIANCE .....	21



## TABLE OF CONTENTS

---

5.18	NON-CONFORMING BUILDING OR USE .....	21
5.19	PERMITTED PROJECTIONS INTO YARDS .....	22
5.20	SATELLITE DISHES .....	22
5.21	UTILITIES.....	22
5.22	MULTIPLE ZONES .....	22
SECTION 6: ZONE REGULATIONS.....		23
6.1	RESIDENTIAL (R) .....	23
6.2	COMMERCIAL / COMMUNITY USE (C).....	25
6.3	OPEN SPACE (OS).....	27
6.4	INDUSTRIAL (I).....	28
6.5	WASTE DISPOSAL (WD) .....	29
6.6	NUNA (N) .....	29
6.7	TRANSPORTATION (T).....	30
6.8	MUNICIPAL RESERVE (MR).....	30
6.9	DEVELOPMENT CONSTRAINTS .....	30
SECTION 7: FORMS .....		31
FORM A: APPLICATION FOR DEVELOPMENT PERMIT .....		32
FORM B: APPLICATION FOR HOME OCCUPATION .....		35
FORM C: DEVELOPMENT PERMIT – NOTICE OF APPROVAL.....		37
FORM D: DEVELOPMENT PERMIT – NOTICE OF REFUSAL .....		38
FORM E: NOTICE OF APPEAL HEARING .....		39
FORM F: NOTICE OF APPEAL DECISION.....		40
FORM G: STOP WORK NOTICE .....		41
FORM H: USE OF LAND IS IN VIOLATION OF THE ZONING BY-LAW NOTICE .....		42
FORM I: APPLICATION FOR AMENDMENT TO THE ZONING BY-LAW .....		43
FORM J: REQUEST FOR VARIANCE .....		44

# **SECTION 1: INTRODUCTION & INTERPRETATION**

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## **1.1 PURPOSE**

This By-law

- (a) Divides the Municipality into zones of permitted land use classes, and
- (b) Specifies the purposes for which buildings and land may be used.
- (c) Regulates or prohibits the use of land or buildings referred to in clause (b) for any other purpose.

## **1.2 DEFINED AREA**

This By-law applies to all lands within the Municipal Boundaries of the Hamlet of Chesterfield Inlet.

## **1.3 SCOPE**

No land shall be used and no development shall take place within the Hamlet of Chesterfield Inlet except in conformity with the provisions of this By-law.

## **1.4 VALIDITY**

Should any section, clause or provision of this By-law be held by a court of competent jurisdiction to be invalid, the validity of the remainder of the By-law shall not be affected.

## **1.5 ESTABLISHMENT OF ZONES**

For the purpose of this By-law, the Hamlet of Chesterfield Inlet is divided into zones. The extent and boundaries of all zones are delineated on Schedule 3.

## **1.6 INTERPRETATION OF ZONING BOUNDARIES**

If there is any uncertainty as to the location of the boundary of a zone, the Development Officer or the regional Community Planner shall interpret the Community Land Use and Zoning Map to determine the boundary line based on the centerline of a public road, a surveyed lot line, or an unsurveyed lease sketch.

## SECTION 2: DEFINITIONS

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### 2.1 INTERPRETATION

Typical uses listed in the definitions as examples are not intended to be exclusive or restrictive. Reference should be made to the Community Plan and the intent or the definition of the use in determining whether or not a use is included within a particular definition.

### 2.2 DEFINITIONS

In this By-law:

**“ABUT”** means a lot line that has any point in common with another lot line.

**“ACCESSORY BUILDING”** means a building that is separated from the principal building or structure on the lot and is secondary to, and normally associated with the main use and located on the same lot and includes garages, workshops, sheds, and shipping containers. Accessory uses cannot be used for human habitation, unless permitted under section 5.1.

**“ACCESSORY USE”** means the use of a building or a lot which is normally subordinate and incidental to the main use of the building and located on the same lot with such main use or lot.

**“ACT”** means the Planning Act, RSNWT, 1988 c.P-7 as amended.

**“AIRPORT”** means an area of land, water (including the frozen surface thereof) used for or intended to be used for the arrival and departure, movement or servicing of aircraft. It includes any building, installation or equipment in connection therewith, and for which an airport operating certificate has been issued.

**“ARCHAEOLOGICAL ARTIFACT”** means any tangible evidence of human activity that is more than 50 years old and in respect of which an unbroken chain of possession or regular pattern of usage cannot be demonstrated, and includes a Denesuline archaeological specimen referred to in section 40.4.9 of the Nunavut Land Claims Agreement.

**“ARCHAEOLOGICAL SITE”** means a site where an archaeological artifact is found.

**“AUTOMOTIVE GAS BAR”** means an establishment, other than an auto repair outlet, where motor vehicle fuel and other liquids necessary for the operation of a vehicle are sold to the public, and may include the sale of convenience items.

**“AUTOMOTIVE REPAIR, SALES OR RENTAL SHOP”** means the use of a site or building where automotive vehicles may be repaired, serviced, stored for rental, sale or display.

**“BEACH SHACK”** means a building that is in or within close proximity to beach areas and is used for harvesting purposes or other purposes related to the owner’s participation in the land-based economy.

**“BED & BREAKFAST”** means a single detached dwelling in which there is a resident owner or resident manager who provides overnight accommodation and meals for the travelling public.

**“BUILDING”** means any structure, erection, stockpile, sign or fixture built or placed on land.

**“BUILDING SUPPLY AND CONTRACTORS SHOP”** means an establishment engaged in the selling of building supplies, such as lumber, millwork, siding, roofing, plumbing, electrical, heating, air conditioning or home improvements and/or for persons employed in building trades, such as painting, plumbing, electrical work, masonry, metal working and carpentry or truck, bulldozer, loader and backhoe operating.

**“CARETAKER UNIT”** means a dwelling used for the accommodation of a person employed as a caretaker, janitor, manager, watchman, security guard or superintendent by an industrial or commercial use operating on the site.

**“CEMETERY”** means land primarily used for interment of human remains.

**“COMMERCIAL RECREATION”** means any building, structure or premises with athletic or entertainment facilities for commercial purposes.

**“COMMERCIAL VEHICLE”** means any vehicle, which is licensed as a commercial carrier, as determined by the Registrar of Motor Vehicles.

**“COMMUNICATIONS FACILITY”** means an installation which transmits, receives and/or relays communications, such as a microwave or satellite relay tower, cellular telephone tower, aircraft communications tower, radio or television broadcast tower or similar facility. A communications facility includes the antennae or transmit/receive equipment, a support structure or tower, and a small building to shelter equipment.

**“COMMUNITY HALL OR CENTRE”** means any building, structure or premises where facilities are provided for athletic, civic, educational, political, religious or social events and are controlled by the Municipality of the Government of Nunavut, or an agent thereof. This definition includes an arena, gymnasium, swimming pool, theatre, library, or similar uses.

**“CONVENIENCE STORE”** means a development used for the retail sale of goods required by area residents or employees on a day-to-day basis. A Convenience Store may include small food stores, drug stores or variety stores selling confectionery, tobacco, groceries, beverages, pharmaceutical and personal care items, hardware, or printed material.

**“COUNCIL”** means the Council of the Hamlet of Chesterfield Inlet.

**“CRAFT STUDIO”** means the workplace of an artist or craftsman, including a carver, painter, or photographer, where small personal goods, such as jewelry or fine art, such as portraits or carvings are produced in small quantity or to special order, for sale at retail from the premises.

**“DAY CARE CENTRE”** means an establishment for the care and supervision of children during the day.

**“DEVELOPMENT”** means the carrying out of any construction, excavation, or any operation in, on, over, or under land, or the making of any changes in the use or in the intensity of use of any land or building.

**“DEVELOPMENT OFFICER”** means an official of the municipality, appointed by Council to assist Council to administer this By-law.

**“DEVELOPMENT PERMIT”** means a certificate of document permitting a development. It includes plan(s) or drawing(s) specifications and may contain relevant documents.

**“DWELLING”** means a building or part of a building, occupied or capable of being occupied as a home or residence by one or more persons, but shall not include a hotel, a motel, apartment hotel, or hostel.

**“DWELLING UNIT”** means a separate set of living quarters designed or used as a housekeeping unit for one or more people and usually containing cooking, sleeping, and sanitary facilities.

**“DWELLING, SINGLE-UNIT”** means a separate detached building consisting of one dwelling.

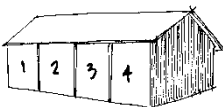


**“DWELLING, SEMI-DETACHED” or “DUPLEX”** means a building that is divided either vertically or horizontally into two (2) dwelling units.

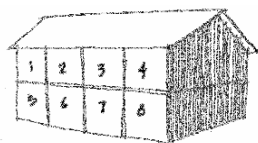


**“DWELLING, MINI HOME”** means any dwelling, which is pre-manufactured and designed to be transported to the lot as one integral unit and, for the purposes of this By-law, shall include a mobile home.

**“DWELLING, ROWHOUSE”** means a building that is divided vertically into three (3) or more dwelling units, each of which may be located on a separate lot and each of which has independent entrances to a front and rear yard immediately abutting the front and rear walls of the unit.



**“DWELLING, MULTI-UNIT”** means a building, other than a Rowhouse Dwelling, that contains three or more dwelling units divided either vertically or horizontally and which may have independent or combined entranceways.



**“EDUCATIONAL FACILITY”** means a place of instruction, including classrooms, seminar rooms and similar installations, and may include residences.

**“ELDERS’ FACILITY”** means a building or part of a building, which is used or intended to be used to provide housing and care for three or more elderly persons who are provided living and sleeping facilities, meal preparation, personal care, supervision, or assistance essential for sustaining the activities of daily living.

**“ERECT”** means to build, construct, reconstruct, alter, locate, or relocate and, without limiting the generality of the foregoing, shall be taken to include any preliminary physical operation, such as excavating, grading, piling, cribbing, filling and structurally altering any existing building or structure by an addition, deletion, enlargement or extension.

**“EXISTING,”** means in existence on the effective date of this By-law.

**“GENERAL PLAN”** means the General Plan of the Hamlet of Chesterfield Inlet known as the Chesterfield Inlet Community Plan.

**“GRADE”** means with reference to a building, the average elevation of the finished surface of the ground where it meets the exterior of such building and, when used with reference to a structure, shall mean the average elevation of the finished grade of the ground immediately surrounding such structures.

**“GROSS FLOOR AREA”** means the sum of the area of each floor of a building as measured from the outermost perimeter of the building, and excludes mechanical space.

**“GROUP HOME”** means a residence where persons live under supervision and who, by reason of their emotional, mental, social or physical condition or legal status, require a group living arrangement for their well-being. The home is licensed and/or approved under Territorial Statutes and in compliance with Municipal By-laws.

**“HAZARDOUS GOODS”** means any of the following:

- explosives and pyrotechnics
- gases (either compressed, deeply refrigerated, liquefied, or dissolved under pressure)
- flammable and combustible liquids
- flammable solids
- oxidizing substances and organic peroxides
- poisonous and infectious substances
- corrosives and
- other miscellaneous substances of similar nature.

**“HEALTH CARE FACILITY”** means an establishment used by qualified medical practitioners and staff for the provision of medical and health care on an outpatient basis. This term refers to such uses as medical or dental offices, occupational health and safety offices, physiotherapy services, counselling services, chiropractic services and ancillary clinic counselling services, but does not include veterinary services.

**“HOME OCCUPATION”** means any occupation, trade, profession, personal service, day care

or craft carried on by an occupant of a residential building as a secondary use to the residential use of the building.

**“HOTEL”** means a commercial building or buildings providing temporary accommodations for travellers or transients on a year-round basis, and may have a public dining room.

**“LOADING SPACE”** means an area of land providing and maintained upon the same lot or lots upon which the main use is located and which has adequate access to permit ingress and egress by means of driveways, aisles or maneuvering areas and which is used for the temporary parking of a commercial motor vehicle while merchandise or materials are being loaded or unloaded from the vehicles.

**“LOT” or “PARCEL”** means an area of land, which is described on a registered plan, or described on a certificate of title, or described by a lease agreement.

**“LOT, CORNER”** means a lot situated at the intersection of, and abutting on, two or more streets.

**“LOT, INTERIOR”** means a lot other than a corner or through lot.

**“LOT, THROUGH”** means a lot bounded on two opposite sides by streets that are parallel or approximately parallel.

**“LOT AREA”** means the total horizontal area within the lot lines of a lot.

**“LOT LINE”** means a common line between a lot and an abutting lot, lane, street, parcel of land or body of water.

**“LOT LINE, FRONT”** means the line dividing the lot from the street or other means of access, and

- i) in the case of a corner or through lot – the shorter lot line abutting the street shall be the front lot line, and where such lot lines are of equal length, the lot line where the principal access to the lot is provided shall be the front lot line.
- ii) in the case of a lot, which has one of its boundaries the shoreline of a lake or the bank of a river – the lot facing the access road shall be deemed to be the front lot line.

**“LOT LINE, SIDE”** means a lot line other than a front or rear lot line.

**“LOT LINE, INTERIOR SIDE”** means a side lot line that does not abut a street.

**“LOT LINE, EXTERIOR SIDE”** means a side lot line that abuts a street.

**“LOT LINE, REAR”** means the lot line farthest from or opposite to the front lot line.

**“MAIN BUILDING”** means the building in which is carried on the principal purpose or purposes for which the lot is used.

**“MAIN WALL”** means the exterior front, side or rear wall of a building.

**“MUNICIPALITY”** means the Hamlet of Chesterfield Inlet.

**“NON-CONFORMING”** means a use, building, or structure that was lawfully constructed, or under construction, on the effective date of this By-law, and which now does not conform to the uses and/or provisions of this By-law.

**“OFFICE”** means a room or rooms where business may be transacted, a service performed or consultation given but shall not include the manufacturing of any product or the retail selling of goods.

**“OUTDOOR STORAGE”** means the storage of merchandise, goods, inventory, materials or equipment or other items, which are not intended for immediate sale, by locating them on a lot exterior to a building.

**“PARKING LOT”** means any parking area other than a parking area that is accessory to a permitted use and located on the same lot. A parking lot does not include the storage of motor vehicles.

**“PARKING SPACE”** means an area for the temporary parking or storage of a motor vehicle.

**“PERSON”** includes an individual, association, firm, partnership, corporation, trust, incorporated company, organization, trustee or agent, and the heirs, executors or other legal representatives of a person to whom the context can apply according to law.

**“PERSONAL SERVICE”** means a business that provides personal grooming or health services, such as hair salon, tailor shop, dry cleaning, laundry, or similar use.

**“QUARRY”** means the excavation, processing, and stockpiling of gravel, stone, sand, earth, clay fill, or other similar substances.

**“RESTAURANT”** means a building or part of a building where foods and beverages are offered for sale to the public, for consumption within the premises or off the site. This includes licensed restaurants, cafés, lunchrooms, and takeout restaurants.

**“RETAIL STORE”** means a building or part of a building in which goods, wares, merchandise, substances, articles or things are offered for sale directly to the public at retail value and shall include minor food processing and packaging in connection with the sale of food products.

**“SECONDARY SUITE”** means a self-contained dwelling unit created by either interior renovation within the existing home, or as an exterior addition to the house, provided that all one entire face of the addition is attached to the principal dwelling and is architecturally consistent with the principal dwelling, and shall not be considered a second dwelling on the lot for the purposes of this By-law.

**“SERVICE SHOP”** means a building or part of a building used for the sale and repair of household articles and shall include all replacement shops, radio, television and appliance repair shops but shall not include industrial uses or manufacturing or vehicle repair shops.

**“SETBACK”** means the right-angled distance from a lot line or street boundary to the nearest part of a main building on the lot.



**“SIGN”** means any object or device intended for the purpose of advertising or calling attention to any person, matter, thing, or event and includes posters, notices, panels, boarding and banners.

**“STREET OR ROAD”** means the whole and entire right-of-way of every road allowance, not just the gravel portion.

**“STREET LINE”** means the boundary line of a street.

**“STRUCTURE”** means anything that is erected or constructed, either temporary or permanent, the use of which requires location on the ground or attachment to something on or in the ground.

**“TEMPORARY”** means such time limit as may be set by the Council for a specific use. In a case where no time limit is set, “temporary” shall mean no more than sixty (60) consecutive days, unless otherwise indicated.

**“UTILITY”** means any component of electrical power, cable television, or telecommunication systems.

**“WAREHOUSE”** means a building used primarily for the storage of goods and materials. It also includes a centre for distribution of wholesale goods and commodities to retailers, professional users or other wholesalers.

**“WASTE DISPOSAL SITE”** means a place where ashes, garbage, refuse, domestic waste, industrial waste, municipal refuse, and sewage is disposed of or dumped.

**“WATERCOURSES”** means any lake, river, stream, ocean, or other body of water.

**“YARD”** means part of a lot upon which does not have a main building on it.

**“YARD, FRONT”** means the area between the front lot line and the nearest wall of any main building or structure on the lot.

**“YARD, REAR”** means the area between the rear lot line and the nearest wall of any main building or structure on the lot.

**“YARD, INTERIOR SIDE”** means the area between an interior side lot line and the nearest wall of any main building on the lot.

**“YARD, EXTERIOR SIDE”** means the area between an exterior side lot line and the nearest wall of any main building on the lot.

**“ZONE”** means a land use category as defined and regulated in this By-law and as shown on its Schedule.

## SECTION 3: ADMINISTRATION

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### 3.1 POWERS OF COUNCIL

- (a) All development must be approved by Council, unless otherwise stated in this By-law.
- (b) No building may be erected in the Municipality in respect of which, in the opinion of the Council, satisfactory arrangements have not been made for the supply of electric power, streets or other services or facilities.

### 3.2 DEVELOPMENT OFFICER

- (a) The Hamlet Council shall appoint a Development Officer as an authorized Officer of Council.
- (b) The Council will authorize the Development Officer to perform the following duties:
  - (i) Exercise, on behalf of Council, the powers of Council under section 20 (Unauthorized Construction) of the *Planning Act*;
  - (ii) Keep and maintain for inspection by the public during normal office hours the following official records:
    - A copy of this By-law and all the amendments thereto;
    - A register of all applications for development, home occupations, and amendments and all decisions made regarding all applications.
  - (iii) Carry out other duties as may be prescribed in this By-law;
  - (iv) Receive and review applications for Development Permits, amendments and variances to this By-law;
  - (v) Prepare a report to Council regarding applications for Development Permits, amendments and variances to this By-law;
  - (vi) Approve, approve with conditions, or refuse Development Permit applications, subject to the authority provided by Council, for sheds and shacks, or other similar types of accessory buildings;
  - (vii) Issue Notice of Decisions subject to the provisions of this By-law;
  - (viii) Request Council to revoke or suspend a Development Permit where the permit holder is in breach of this By-law or of conditions of a Development

Permit;

- (ix) Carry out any inspection on lands or premises necessary to enforce this By-law.

### **3.3 DEVELOPMENT PERMIT**

- (a) No person or agency shall undertake development without a Development Permit.
- (b) No Development Permit shall be issued for development that is in contravention of this By-law.
- (c) The approval of a Development Permit shall not relieve the permit holder from constructing in accordance with the National Building Code, the National Fire Code, the Canadian Electrical Code and all Federal and Territorial Regulations.
- (d) The approval of a Development Permit shall not exempt any person or agency from complying with the requirements of any other by-law in force within the Municipality of Chesterfield Inlet or to obtain any license, permission, or permit required by municipal, territorial and federal legislation.
- (e) All development requires a Development Permit except for the following:
  - (i) For grading or landscaping where the cutting or filling is less than one metre and provided that the drainage of the surrounding area is not affected;
  - (ii) Traditional and cultural activities, including the establishment of a trap line, non-commercial tent camps and cabins in the Nuna;
  - (iii) Minor repairs, painting, decorating, or landscaping, provided that no person's health or safety is endangered or completion of a development approved for or under construction on the effective date of this By-law;
  - (iv) Minor repairs or renovations that do not increase the floor space of the building, but does not exempt anyone from informing the Chief Building Official of their plans;
  - (v) A temporary building or structure associated with construction, unless such building or structure is used for human habitation;
  - (vi) The installation, maintenance and repair of public works, services and utilities carried out by the Hamlet on land which is publicly owned or controlled;
  - (vii) Temporary election campaign signs and signs not exceeding one square metre in size;

- (viii) Decks or open porches in the Residential Zone that meet all provisions of this By-law.

### **3.4 DEVELOPMENT PERMIT SUBMISSION REQUIREMENTS**

- (a) A complete application form for a Development Permit must be submitted to the Development Officer.
- (b) Every application shall be accompanied by:
  - (i) The required application fee calculated as follows:
    - (i) Residential projects: \$10 application fee plus \$20 for the first \$10,000 of project value, PLUS \$10 for every \$10,000 of project value thereafter to a maximum permit fee of \$250.
    - (ii) Non-residential projects: \$10 application fee plus \$20 for the first \$10,000 of project value, PLUS \$10 for every \$10,000 of value thereafter to a maximum permit fee of \$500.
    - (iii) All accessory uses: \$25.
    - (iv) Notwithstanding the application fees as set out above, any development(s) proposed by the Municipality, or developments that will be owned by the Municipality, are exempt from Development Permit application fees.
  - (ii) A site plan drawn to scale in metric units and showing:
    - (i) The location of existing buildings;
    - (ii) All legal dimensions of the lot(s);
    - (iii) The location and dimensions of surrounding lots and buildings;
    - (iv) Plans of the proposed buildings showing dimensions;
    - (v) Proposed front, rear, and side yard setbacks;
    - (vi) Access points to property;
    - (vii) The location of outdoor fuel storage facilities,
    - (viii) The location of water and sewer connections,
    - (ix) The location of existing watercourses; and,
    - (x) The location of water and sewage storage tanks.
  - (iii) The Development Officer may require additional information.
  - (iv) For Development that is subject to terms and conditions, a letter must be submitted by the applicant to demonstrate to the Development Officer that the adjacent landowners have been notified in person or in writing.
  - (v) A letter of Consent from the appropriate Landlord is also required.

### **3.5 NOTICE OF DECISION**

- (a) Each application shall be considered by Council or the Development Officer as required, and shall be either approved with or without conditions, or refused, with written reasons provided for the refusal.
- (b) An application for a development permit shall be deemed to be refused when a decision on the application is not made within 40 days after receipt of the application in its complete and final form by the development officer or the council and the person affected as a result of that may appeal in writing to the appeal board as though the person had received a refusal at the end of the 40-day period.
- (c) When an application is approved, the Development Officer will, within three days of the date of decision, post a Notice of Decision conspicuously on the lot for which the application has been approved and in the Hamlet Office.
- (d) When a Variance has been granted, the Development Officer will, within three days of the date of decision, send a Notice of Decision to adjacent property owners.
- (e) The Development Permit does not become effective until 14 days after the Notice has been posted or mailed, and where no appeal of the decision has been filed, and where the relevant conditions of development approval have been met.

### **3.6 EXPIRY OF DEVELOPMENT PERMIT**

- (a) A Development Permit shall become void if:
  - (i) The development is not completed within two years of the date of Notice of Decision; or
  - (ii) The development has not commenced after six months of the date of Notice of Decision; or
  - (iii) If there has been any violation of this By-law or of any conditions in the permit.

### **3.7 ENFORCEMENT**

- (a) Anyone violating any provision of this By-law or conditions of a Development Permit is liable to a fine of \$500 plus \$100 for every day the offence continues, as specified in Section 34 of the *Planning Act* and Sections 105,106,107 and 108 of the *Hamlets Act*.

### **3.8 DEVELOPMENT APPEAL BOARD**

- (a) In accordance with Sections 21 and 22 of the *Planning Act*, Council shall establish a Development Appeal Board and, by resolution, appoint one Council member and two community residents as members of the Development Appeal Board. Members will be appointed for a three-year consecutive term. The Development Appeal Board will not include employees of the Hamlet.
- (b) Anyone claiming to be affected by a decision of Council under this By-law may appeal in writing to the Appeal Board within 14 days of the mailing or posting of a Notice of Decision.
- (c) Upon receiving in writing an appeal, the Development Appeal Board shall:
  - (i) Hold a hearing with a minimum of three Board members within 30 days from the receipt of the appeal, upon determining that the appeal is based on planning grounds;
  - (ii) Ensure that reasonable notice of the hearing is given to the applicant and all persons who, in the opinion of the Board, may be affected;
  - (iii) Allow the Development Officer and every person concerned with the opportunity to be heard, to submit evidence and to hear the evidence of others;
  - (iv) Consider the circumstances and merits of each case and consider the purpose and scope and intent of the Community Plan and the provisions of this By-law;
  - (v) Confirm, reject or vary the decision appealed and impose such conditions as it considers necessary under the circumstances; and
  - (vi) Take minutes of the hearing and render its decision in writing to the parties involved within 60 days of the hearing date.
- (d) Where a member of the Development Appeal Board has an interest in an application for a Development Permit that is being appealed, they shall be subject to the provisions of the *Conflict of Interest Act*.

### **3.9 ZONING BY-LAW AMENDMENTS**

- (a) A person who seeks to have this By-law amended shall submit an application to Council with the following:
  - (i) A copy of their lease or certified true copy of their certificate of leasehold title;
  - (ii) A fee of two hundred and fifty dollars \$250.00;
  - (iii) Any information as may be required by Council.

## **SECTION 4: COMPLIANCE WITH OTHER REGULATIONS**

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### **4.1 COMPLIANCE WITH OTHER REGULATIONS**

- (a) Nothing in this By-law shall exempt any person from complying with the requirements of any other by-law in force within the Municipality of Chesterfield Inlet or any Authority or obtaining any license, permission, or permit. Authority or approval required by any other by-law of the Municipality of Chesterfield Inlet or statute and regulations of the Government of Nunavut or the Government of Canada.
- (b) Where the provisions in this By-law conflict with those of any other municipal, federal or provisional regulations, by-laws or codes, the higher or more stringent requirement shall prevail.

### **4.2 BUILDING PERMIT**

- (a) Once the Development Permit has been issued and posted for fourteen (14) days, the Applicant shall forward the approved Development Permit, as well as all documentation associated with the development proposal, to the Chief Building Official, for procurement of a Building Permit. No construction of a new building shall take place without first obtaining a Building Permit.

### **4.3 NUNAVUT WATER BOARD, CIRNAC, and DFO**

- (a) The Nunavut Water Board (NWB), Crown-Indigenous Relations and Northern Affairs Canada (CIRNAC), and Fisheries and Oceans Canada (DFO) must approve all projects proposing to use or dispose of waste into water, including proposals to partially or fully fill a waterbody. The Habitat Protection Provisions of the Fisheries Act address the impact of a work or undertaking on fish and fish habitat, such as the partial or complete filling of fish habitat (e.g. culvert installation, dock installation, pond infilling). As DFO administers the Habitat Protection Provisions, it is DFO's role and responsibility to review and approve works in and around water with the mandate of protecting fish and fish habitat.

#### **4.4 LEGAL LAND TENURE**

- (a) Before a Development Permit can be issued on a new undeveloped lot, the owner of the proposed improvements must obtain legal land tenure or a letter of permission-to-occupy until such time that lease documents can be executed.

#### **4.5 NUNAVUT PLANNING COMMISSION (NPC) & NUNAVUT IMPACT REVIEW BOARD (NIRB)**

- (a) Any project proposal that fits the definition of “project” in the *Nunavut Planning and Project Assessment Act* (NuPPA) must be submitted to the NPC for a conformity review with the Nunavut Land Use Plan. Further criteria and information about the types of projects that must be submitted is provided in the *Proponent’s Guide – NIRB Technical Guide Series*, and NPC may be consulted to provide clarification as well. If it is determined that a submission is required, the project proposal is submitted electronically on NPC’s website: [nunavut.ca](http://nunavut.ca).
- (b) The NPC may also forward the project proposal to the NIRB for screening of environmental impacts. The screening process, and how NPC determines if a project needs to be screened, is also outlined in the *Proponent’s Guide – NIRB Technical Guide Series*. The project proponent will comply with NIRB’s screening process, the proponent will not initiate the project until a Project Certificate is received from NIRB, and the proponent must follow the terms and conditions in the Project Certificate.

#### **4.6 AIRPORT ZONING REGULATIONS**

- (a) Any land use must be compliant with the Chesterfield Inlet Airport Zoning Regulations. All development proposals adjacent to airport property, as well as other development proposals that could potentially interfere with airport operations require review and approval by Nunavut Airports prior to construction.

#### **4.7 SCIENTIFIC INSTALLATIONS**

- (a) Development should not interfere with the operation of scientific installations, such as telecommunications, radar, and meteorological stations. All development proposals which could potentially interfere with such installations require review and approval by the appropriate Territorial and Federal Departments.

#### **4.8 ARCHAEOLOGICAL SITES**

- (a) Whenever archaeological artifacts are found during construction, construction activities should stop immediately and the find reported immediately to the Development Officer and the Territorial Archaeologist at the Department of Culture and Heritage. All development must comply with the *Nunavut*



*Agreement*, Articles 33 and 34, and the *Nunavut Archaeological and Palaeontological Sites Regulations*. Maps on file outlining the municipality's archaeology resource inventory should be consulted prior to initiating development to ensure development does not conflict with recorded archaeological sites.

#### **4.9 GRANULAR RESOURCES**

- (a) Except where provided for within this By-law, no person shall strip, excavate or otherwise remove granular material for sale or for use from a lot or other parcel of land.
- (b) Where, in connection with the construction of a building or structure, there is an excess of granular material other than that required for grading and landscaping on a lot, such excess may be removed for sale or use.
- (c) A Quarry Permit is required to remove any granular material. The Nunavut Impact Review Board must review all new quarry sites and expansions thereof.

#### **4.10 UTILITY CORPORATION**

- (a) The Customer shall ensure that all required permits, licenses, and authorizations are provided to the Corporation prior to: commencement of Service, or; any change of service requirements at any point of delivery, or; commencement of construction of new service extensions.
- (b) Any Customer Facilities supplied with Service shall be installed in accordance with the applicable statutes, regulations, standards and codes and only after the Corporation has given its consent and any necessary inspections have been successfully completed such equipment will be operated so as to cause no interference with the Corporation Facilities or with any other Customer's Service.
- (c) Joint Use Service shall, by separate agreement, be made available to electrical or communication utilities in areas in which the Corporation provides Service, for leasing of space on existing Corporation transmission and distribution poles, where sufficient space is available, and in accordance with specific terms and conditions outlined in a contract with each Joint User Customer.

#### **4.11 GENERAL SANITATION REGULATIONS**

- (a) Any land use must be compliant with the *General Sanitation Regulation* of the Public Health Act. All development proposals for residential uses and other uses involving the storage or preparation of food within 450 metres of a waste disposal site, require review and approval from the Chief Medical Officer of Health prior to the issuance of a development permit.

## **SECTION 5: GENERAL PROVISIONS**

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### **5.1 ACCESSORY BUILDING**

- (a) Accessory uses, buildings, utility distribution lines, and structures shall be permitted in any zone but shall not:
  - (i) Be used for a residential use except where a dwelling is a permitted accessory use.
  - (ii) Be used for the keeping of animals other than household pets.
  - (iii) Be built closer to the front or exterior side lot line than the minimum distance required for the main building.
  - (iv) Locate closer than 2.0 m (6.5 feet) to any interior side or rear lot line.
  - (v) Exceed one-half the height of the main building or exceed a height of 4.6 metres (15 feet) in a residential zone.
  - (vi) Exceed 40 square metres in any Residential Zone.

### **5.2 TEMPORARY CONSTRUCTION USES PERMITTED**

- (a) Nothing in this By-law shall prevent the use of land or the use or erection of a temporary building or structure, which is accessory to construction in progress, such as a mobile home, tool or maintenance shed, trailer, sea container or scaffold, provided that a Development Permit for the main use has been issued and the temporary use is discontinued and removed within 30 days following completion of construction.

### **5.3 RESTORATION TO A SAFE CONDITION**

- (a) Nothing in this By-law shall prevent the strengthening or restoring to a safe condition of any building or structure.

### **5.4 BUILDING TO BE MOVED**

- (a) No building, residential or otherwise, shall be relocated without obtaining a Development Permit.

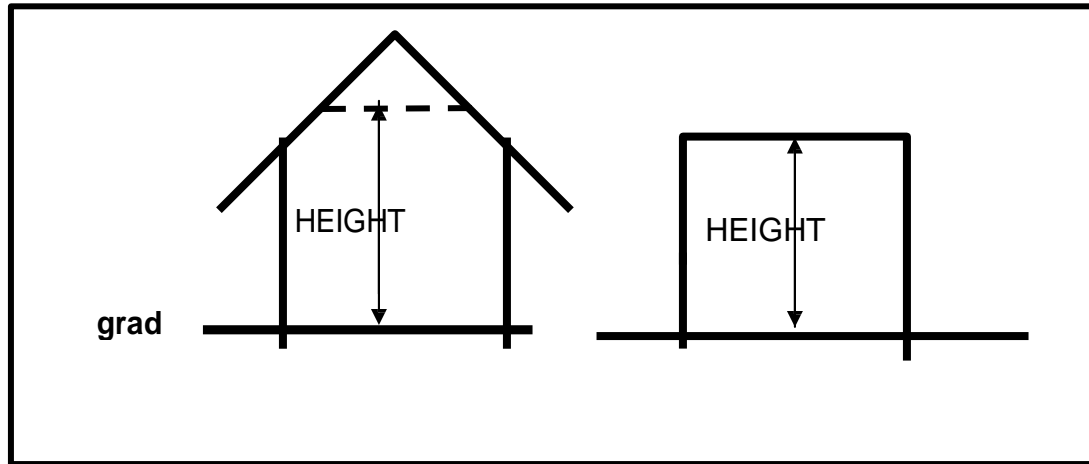
### **5.5 FRONTAGE ON A STREET**

- (a) No Development Permit shall be issued except where the lot has frontage on a street or road. Exceptions are made where specifically provided for in

this By-law.

## 5.6 HEIGHT

- (a) When used with reference to a building or structure, is the vertical distance between the average finished grade and a horizontal plane through either:
  - (i) the highest point of the roof in the case of a building with a flat roof;
  - (ii) the average level of a sloped roof, provided that such a roof has a slope of less than 20 degrees, or
  - (iii) the average level between eaves and ridges in the case of a pitched gambrel mansard or hipped roof.



- (b) The height of buildings and structures in the vicinity of airports is regulated by Airport Zoning Regulations. Refer to section 4.6.
- (c) Where height limitations are set forth in this By-law, such limitations shall not apply to artworks and cultural structures (e.g. Inukshuks), aids to navigation or aviation, antennae, bulk storage tanks, chimneys, church steeples, clock towers, communication facilities, electrical supply facilities, fire towers, flagpoles, lighting standards, lightning rods, mechanical equipment penthouses, skylights, solar panels, stacks, water tanks, or windmills. Notwithstanding the foregoing, limitations prescribed by a Federal Ministry or other Authority with respect to height limitations and appropriate lighting in the vicinity of airfields shall prevail.

## 5.7 FRONTAGE ON CURVES

- (a) Where the front lot line of any lot is a curved line or when the sidelines of a

lot are not parallel, the minimum front lot line shall be a minimum of 10 metres.

## **5.8 FENCES**

- (a) No fences are permitted in residential zones. Fences may be permitted in commercial, industrial, airport and community use zones but would be subject to terms and conditions set out by the Council.

## **5.9 MULTIPLE USES ON A LOT**

- (a) In any zone, where any land or building is used for more than one use, all provisions of the By-law related to each use shall be satisfied, except where otherwise provided.

## **5.10 DISTANCE FROM WATERCOURSES**

- (a) No development shall be permitted within 30.5 metres (100 feet) of a navigable waterbody or fish habitat, except subject to terms and conditions of the Hamlet Council.

## **5.11 PARKING REQUIREMENTS**

- (a) Parking may be required at the Development Officer's or Council's discretion for any use, building or structure in accordance with the following standards, and such parking shall be accessory to a permitted use and located on the same lot as the use:
  - (i) Residential – 1 parking space per dwelling unit
  - (ii) Residential in a non-Residential building – 1 parking space per 2 dwelling units
  - (iii) Commercial – 1 space per 75 m<sup>2</sup> gross floor space
  - (iv) Industrial – 1 space for every 3 people working on site
  - (v) Community Use, Schools – 1 space for every 3 people working on site
  - (vi) Community Use, Other – 1 space per 75 m<sup>2</sup> gross floor space
  - (vii) Open Space – Discretion of Development Officer or Council.
- (b) Each required parking space shall be 6.0 m (20 feet) in length and 2.7 m (9 feet) wide.
- (c) For a required parking area of more than six spaces, at least one space for

every 25 spaces must be a designated disabled space. A disabled space shall be 6.0 m (20 feet) in length and 3.7 m (12 feet) wide.

## **5.12 LOADING SPACE REQUIREMENTS**

- (a) Every building or structure in a non-Residential zone involving the frequent receiving, loading or unloading of goods, merchandise and raw materials shall provide off-street space for such vehicles to stand and for loading and unloading.

## **5.13 DAY CARE FACILITIES**

- (a) Where Day Cares are permitted under this By-law, all day care centers or home day cares must comply with the National Building Code, the *Child Day Care Act*, and the *Child Day Care Standards Regulations*, as amended.

## **5.14 HOME OCCUPATION**

- (a) Where a home occupation is permitted under this By-law, a home occupation is subject to the following requirements:
  - (i) Does not change the residential character of the lot by creating problems with noise, traffic, outdoor storage, or other nuisance;
  - (ii) Does not employ more than two people who do not live in the dwelling;
  - (iii) Does not show any evidence that there is a business in the dwelling unit, except for a sign no bigger than 0.3 square metres (3 square feet);
  - (iv) No more than 25% of the gross floor area of the dwelling shall be used for a home occupation.

## **5.15 BED AND BREAKFAST**

- (a) Where permitted, Bed and Breakfasts shall conform to the following requirements:
  - (i) The bed and breakfast lodging forms part of a single unit dwelling;
  - (ii) The number of bedrooms devoted to the use shall not exceed four in number;
  - (iii) No sign in connection with the use shall exceed 0.75 m<sup>2</sup> in area nor exceed one in number;

- (iv) On-street parking shall be prohibited.
- (v) The use should conform to all Building and Fire Codes.

## 5.16 YARD REGULATIONS

- (a) No person shall keep or permit in any part of the yard in any residential zone:
  - (i) Any object or chattel which, in the opinion of the Development Officer, is unsightly or tends to adversely affect the amenities of the district;
  - (ii) Any excavation, storage, or piling up of materials required during the construction stage, unless all necessary safety measures are undertaken.
- (b) No person shall keep or permit on any site any buildings, or structures or portions thereof, rubbish or other things that may constitute, in the opinion of the Development Officer, a fire hazard, or hazard to safety or health.

## 5.17 MINOR VARIANCE

- (a) Where a development does not conform with the site regulations, Council may vary the regulations of development in accordance with the following:

	DEGREE OF RELAXATION	
	Residential Zones	Other Zones
Front Yard	25%	Discretion of Council
Side Yard	25%	10%
Rear Yard	25%	10%

## 5.18 NON-CONFORMING BUILDING OR USE

- (a) This By-law cannot be used to prevent the use and development of land that had been lawfully established or has a valid Development Permit or was under construction at the time this By-law was enacted. Non-conforming uses are subject to the following regulations:
  - (i) the non-conforming use may be transferred to a new owner or occupant;
  - (ii) the non-conforming building may be enlarged up to 20 percent of the gross floor area of the building, as it existed at the date this By-law came

into effect, as long as the enlargement does not increase the extent to which the building is non-conforming;

- (iii) if a non-conforming building or use of land is discontinued for twelve consecutive months, the future use shall conform with this By-law;
- (iv) if more than 50% of a non-conforming building or use is accidentally destroyed, any new use or building must conform to this By-law.

## **5.19 PERMITTED PROJECTIONS INTO YARDS**

- (a) Despite any other provision to the contrary, the following features and other similar features are permitted to project from a principal building into a required yard in accordance with the following table.

<b>Object</b>	<b>Permitted projection into any required yard</b>	<b>Minimum distance from lot line</b>
Canopies or awnings	1.5 m	3 m
Solar panels, heat pump or similar equipment	1 m	3 m
Unenclosed balconies or stairways, including a fire escape	1.5 m	3 m
Unenclosed porches, decks and steps	3 m	3 m

## **5.20 SATELLITE DISHES**

- (a) Satellite dishes shall not be permitted between the building and the street line. Poles must be located at the side or rear and positioned so as to avoid obstructing parking and / or service delivery. Ground-mounted satellite dishes shall not be permitted in the Residential Zone.

## **5.21 UTILITIES**

- (a) Structures or buildings required by the Hamlet or any public utility corporation to provide utility services may be permitted in any zone, provided that such structures or buildings comply with all applicable statutes, regulations, standards, codes and agreements. Structures such as utility poles, utility lines and pipelines are exempt from the minimum yard setback and maximum building height provisions of this by-law.

## **5.22 MULTIPLE ZONES**

- (a) If any lot contains multiple zones, the zoning regulations associated with the zone containing the largest area of the lot area shall prevail.

## SECTION 6: ZONE REGULATIONS

---

### 6.1 RESIDENTIAL (R)

#### (a) Permitted Uses

Dwelling, Single-Unit  
Dwelling, Semi-Detached or Duplex  
Dwelling, Rowhouse  
Park or Playground  
Any accessory building, structure or use, subject to section 5.1.

#### (b) Conditional Uses

Bed and Breakfast  
Craft Studio  
Day Care Centre  
Dwelling, Multi-Unit  
Dwelling, Mini Home  
Elders Facility  
Group Home  
Home Occupation  
Secondary Suite

#### (c) Zone Requirements

- (i) The following provisions apply to all development in the Residential Zone:

##### Yard Setbacks (minimum)

Front	6 metres (20 feet)
Rear	6 metres (20 feet)
Rear, backing onto an OS Zone	2.5 metres (8 feet)
Side (Exterior)	4 metres (13 feet)
Side (Interior)	6 metres (20 feet)

##### Building Height (maximum)

8.5 metres (28 feet)

- (ii) Despite the provisions of Section 6.1(c)(i), for semi-detached dwellings or rowhouse dwellings located on separate, adjacent lots, the side yard where units are attached may be reduced to zero metres (0 feet).
- (iii) Parking or storage of a commercial vehicle having a gross vehicle weight of 4,500 kg or construction equipment, including bulldozers, backhoes, high hoes, and pay loaders is not permitted.
- (iv) The following provisions will apply to **Secondary Suites**:
- The suite forms part of a single unit or semi-detached dwelling;



- The suite is structurally attached or located within the principal dwelling; and
- The suite does not exceed a floor area of 25% of the principal dwelling, or 60 m<sup>2</sup> of gross floor area, whichever is less.

## 6.2 COMMERCIAL / COMMUNITY USE (C)

### (a) Permitted Uses

Automotive Gas Bar  
Bank  
Broadcasting Studio  
Church / Place of Worship Commercial Recreation  
Communications Facility  
Community Hall or Centre  
Convenience Store  
Craft Studio  
Day Care Centre  
Educational Facility  
Elders Facility  
Fire Hall  
Government Office  
Group Home  
Health Care Facility  
Hotel  
Municipal Garage  
Office  
Parking lot  
Personal Service  
Police Station  
Post Office  
Restaurant  
Retail Store  
Service shop  
Any accessory building, structure or use, subject to section 5.1.

### (b) Conditional Uses

Accessory Dwelling Unit for Staff  
Caretaker Unit  
Cemetery  
Community Freezer  
Dwelling unit(s) in a non-residential building provided that the dwelling unit(s) are above the ground floor.  
Home Occupation.

### (c) Zone Requirements

- (i) The following provisions apply to all development in the Commercial Zone:

#### Yard Setbacks (minimum)

Front

6 metres (20 feet)

Rear	6 metres (20 feet)
Side (Exterior)	4 metres (13 feet)
Side (Interior)	6 metres (20 feet)

Building Height (maximum)                      10.7 metres (35 feet)

A covered or screened area for garbage and trade waste is required.

### 6.3 OPEN SPACE (OS)

#### (a) Permitted Uses

Beach Shacks  
Boat Storage  
Dock  
Monument, cairn, or statue  
Park or playground  
Shed to store equipment for traditional, cultural, and recreational activities taking place in the Zone.  
Snow Fence  
Sports field  
Temporary Outdoor Storage of sealift equipment during sealift  
Washroom facility

#### (b) Conditional Uses

Communications Facility  
Dog Teams

#### (c) Zone Requirements

- (i) The following provisions apply to all development in the Open Space Zone:

<u>Gross Floor Area (maximum)</u>	25 square metres
<u>Building Height (maximum)</u>	3.1 metres (10 feet)

- (ii) No building or structure shall be located closer than 10 metres (33 feet) to any lot line.

## 6.4 INDUSTRIAL (I)

### (a) Permitted Uses

Automotive Repair, Sales or Facility  
Building Supply or Contractors Shop  
Outdoor storage  
Rental Shop  
Warehouse  
Communications Facility  
Any accessory building, structure or use, subject to section 5.1.

### (b) Conditional Uses

Barge staging and landing site with associated warehousing  
Caretaker Unit  
Hazardous Goods storage  
Power plant  
Tank farm

### (c) Zone Requirements

(i) The following provisions apply to all development in the Industrial Zone:

#### Yard Setbacks (minimum)

Front	6 metres (20 feet)
Rear	8 metres (20 feet)
Side (Exterior)	6 metres (20 feet)
Side (Interior)	8 metres, (26 feet)

<u>Building Height (maximum)</u>	10.7 metres (35 feet)
----------------------------------	-----------------------

(ii) Only one Caretaker Unit is permitted on a lot

## **6.5 WASTE DISPOSAL (WD)**

### **(a) Conditional Uses**

Waste Disposal Site

### **(b) Zone Requirements**

No residential development or commercial development involving food storage, handling or preparation shall be permitted within 450 metres of a Waste Disposal Site.

## **6.6 NUNA (N)**

### **(a) Permitted Uses**

Dog Team  
Temporary tenting or camping

### **(b) Conditional Uses**

Beach Shack  
Quarry  
Cemetery  
Commercial Harvesting  
Communications Facility  
Permanent hunting and fishing cabins or camps  
Resource exploration and development  
Snow fence  
Tourist facilities  
Wind Turbine  
Any accessory building, structure, or use, subject to section 5.1.

### **(c) Zone Requirements**

- (i) Any development within the Transportation Influence Zone as indicated on the Land Use Map shall be subject to the approval of NAV Canada.
- (ii) No development is permitted within 200 metres (656 feet) downwind of any snow fence without the approval of Council.
- (iii) No development is permitted within 200 metres (656 feet) of a wind turbine.
- (iv) No development is permitted within 100 metres (328 feet) of an Archaeological or Paleontological Site.

## **6.7 TRANSPORTATION (T)**

### **(a) Permitted Uses**

Airport and related uses  
Communications Facility

### **(b) Zone Requirements**

- (a) Any development within the Transportation Influence Zone as indicated on the General Land Use Map shall be subject to the approval of NAV Canada.
- (b) No development shall occur within 200 metres of the Non-Directional Beacon (NDB) Site.

## **6.8 MUNICIPAL RESERVE (MR)**

### **(a) Zone Requirements**

The Municipal Reserve Zone identifies lands that may be interesting for future redevelopment. No development is permitted in the MR Zone unless of temporary nature, subject to Council approval.

## **6.9 DEVELOPMENT CONSTRAINTS**

### **(a) Archeological Reserve Overlay**

The Archeological Reserve Overlay sits atop the zone and restricts any development due to the known presence of archeological sites in this area. No development is permitted.

## **SECTION 7: FORMS**

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Form A	Application for Development Permit
Form B	Application for Home Occupation
Form C	Development Permit and Notice of Approval
Form D	Permit - Notice of Refusal
Form E	Notice of Appeal Hearing
Form F	Notice of Appeal Decision
Form G	Stop Work Notice
Form H	Use of Land is in Violation of the Chesterfield Inlet Zoning By-law Notice
Form I	Application for Amendment to the Zoning By-law
Form J	Request for Variance



**FORM A: APPLICATION FOR DEVELOPMENT PERMIT**

**Permit No.:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Application Fee:** \_\_\_\_\_  
see Section 3.4 (b)

I hereby make application under the provisions of the Zoning By-law for a Development Permit, in accordance with the plans and supporting information submitted herewith and which form part of this application.

**Applicant:** \_\_\_\_\_

P.O. Box No.: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**Legal Description of Lot:** \_\_\_\_\_

Lot No: \_\_\_\_\_ Plan No. \_\_\_\_\_

Sketch No.: \_\_\_\_\_

**Lessee or Private Landowner:** \_\_\_\_\_

P.O. Box No.: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Lease Number: \_\_\_\_\_

Letter of Permission to Occupy File No.: \_\_\_\_\_

**Describe the proposed development:**

## Form A – Application for Development Permit

### Current Use and Zoning:

Current use of the lot: \_\_\_\_\_

Current Zoning: \_\_\_\_\_

### Cost and Completion time:

Date of Completion: \_\_\_\_\_

Estimated cost of the project: \_\_\_\_\_

Date of Commencement: \_\_\_\_\_

### ZONING REGULATIONS:

#### Proposed Setbacks:

Front Yard:

Interior Side Yard(s):

Rear Yard:

Exterior Side Yard:

Height of Proposed Building:

Number of Parking Spaces proposed:

Fire Spatial distance from adjacent buildings:

North side:

South side:

East side:

West side:

I hereby give my consent to allow all authorized person(s) the right to enter the above land and/or buildings, with respect to this application only.

Date: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

## Form A – Application for Development Permit

### Development Permit Applications shall be accompanied by the following information:

- ☐ 1) Site Plan. See Section No 3.4 (b)(ii)
- ☐ 2) Certificate from Nunavut Impact Review Board approving a proposed industrial development.
- ☐ 3) Approval from the Water Board if the project requires filling or altering a waterbody.
- ☐ 4) Approval from Fisheries and Oceans Canada if the project has potential to impact fish and/or fish habitat.
- ☐ 5) Letter from Nunavut Airports approving the project, if the project is near an airport.
- ☐ 6) A letter requesting a Variance if the proposed project does not meet the exact zoning regulations.
- ☐ 7) If a Variance or Terms and Conditions are required by the Hamlet Council, a letter from the Applicant will be required stating the adjacent landowners and lessees have been notified of the proposed development.

I certify that I will abide by the above conditions after I have received a Development Permit, knowing that failure to do so will result in cancellation of the Development Permit and possible further action taken by the Hamlet of Chesterfield Inlet.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**If the applicant is not the Registered Owner or Lessee of the Property, please submit a letter from the Registered Owner or Lessee granting you permission to use the property for the proposed business.**

\_\_\_\_\_  
Signature of Lessee or Private  
Landowner

(not required if the lessee or  
landowner is the applicant)

\_\_\_\_\_  
Date

## **FORM B: APPLICATION FOR HOME OCCUPATION**

I/We hereby make application under the provisions of Zoning By-law No. \_\_\_\_\_ for a Development Permit to operate a Home Occupation.

### **PLEASE PRINT:**

**Applicant's Name:** \_\_\_\_\_.

**Business Name:** \_\_\_\_\_.

**Mailing Address:** \_\_\_\_\_.

**Phone Number:** \_\_\_\_\_.

**Lot No.:** \_\_\_\_\_

**Plan No.:** \_\_\_\_\_.

**Zoning:** \_\_\_\_\_.

**Details:**

**How many people will you employ? Are these people residents of the Home?:**

**How many and what kind of vehicles and/or equipment you expect to use in conjunction with the business (indicate number, type and size)?:**

**Where will the above vehicles and/or equipment be parked?:**

**Lessee of the Property:** \_\_\_\_\_.

(\* If the applicant is not the Registered Owner or Lessee of the Property, please submit a letter from the Registered Owner or Lessee granting you permission to use the property for the proposed business.)

## **Form B – Application for Home Occupation**

### **HOME OCCUPATION: Requirements, Refer to Section 5.14**

Where a home occupation is permitted under this By-law, a home occupation is subject to the following requirements:

- i) Does not change the residential character of the lot by creating problems with noise, traffic, outdoor storage, or other nuisance;
- ii) Does not employ two or more people who do not live in the dwelling;
- iii) Does not show any evidence that there is a business in the dwelling unit except for a sign no bigger than 0.3 square metres (3 square feet); and
- iv) The home business does not take up more than 25% of the dwelling.

I certify that I will abide by the above conditions after I have received a Development Permit for my Home Occupation, knowing that failure to do so will result in cancellation of the Development Permit and possible further action taken by the Hamlet of Chesterfield Inlet.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**

**Permit No.:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**FORM C: DEVELOPMENT PERMIT – NOTICE OF APPROVAL**

**POSTED ON SITE AND IN THE HAMLET OFFICE**

Development involving: \_\_\_\_\_

as further described in Application No.: \_\_\_\_\_ has been:

APPROVED: ☐

APPROVED - subject to conditions (state reasons): ☐

Shall comply with:

- (1) Hamlet Zoning By-law;
- (2) National Building Code, most current;
- (3) National Fire Code, most current; and
- (4) All Federal and Territorial Regulations.

The applicant is hereby authorized to proceed with the specified development provided that any stated conditions are complied with, that development is in accordance with any approved plans and applications. **Should an appeal be made against this decision to the Development Appeal Board, or the Development Officer, this Development Permit shall be null and void.**

Date of decision: \_\_\_\_\_ Date of issue of Development Permit: \_\_\_\_\_

Motion Number if Council Approval is required: \_\_\_\_\_.

Signature of Development Officer: \_\_\_\_\_.

**NOTE:**

1. The issuance of a Development Permit, in accordance with the Notice of Decision, is subject to the condition that it does not become effective until 15 days after the date the order, decision or Development Permit is issued;
2. Any person claiming to be affected by a decision of Council may appeal to the Development Appeal Board by submitting a written notice of appeal to the Development Officer within 14 days after notice of the decision is given; and
3. A permit shall become void after two years or if the development has not commenced within six months from the date that the permit was issued.

Permit No.: \_\_\_\_\_

Date: \_\_\_\_\_

**FORM D: DEVELOPMENT PERMIT – NOTICE OF REFUSAL**

**POSTED ON SITE AND IN THE HAMLET OFFICE**

Development Permit No.: \_\_\_\_\_

Development involving: \_\_\_\_\_

as further described in Application No.: \_\_\_\_\_ has been:

has been **REFUSED** for the following reasons:

You are further notified that you may appeal this decision to the Development Appeal Board in accordance with the provisions of Section 3.8 of this By-law. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Secretary of the Development Appeal Board (Development Officer) not later than fourteen (14) days following the date of issue of this notice. The notice of appeal shall contain a statement of the grounds of the appeal.

Date of Decision: \_\_\_\_\_

Date of Notice of Decision: \_\_\_\_\_

Signature of Development Officer: \_\_\_\_\_

## **FORM E: NOTICE OF APPEAL HEARING**

**Date:** \_\_\_\_\_

This is to notify you that an appeal has been made to the DEVELOPMENT APPEAL BOARD against a decision in respect of Application No.: \_\_\_\_\_ which involves development described as follows:

This decision was:

**APPROVED:** ☐

**APPROVED - with conditions:** ☐

**REFUSED:** ☐

Reason(s) for this decision is as follows:

Place of Hearing: \_\_\_\_\_

Time of Hearing: \_\_\_\_\_ Date of Hearing: \_\_\_\_\_

Any persons affected by the proposed development have the right to present a written brief prior to the hearing and to be present and be heard at the hearing. Persons requiring to be heard at the meeting shall submit the written briefs to the Secretary of the Development Appeal Board (Development Officer) not later than:\_\_\_\_\_.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary of the Development Appeal Board  
(Development Officer)



## **FORM F: NOTICE OF APPEAL DECISION**

**Date:** \_\_\_\_\_

This is to notify you that an appeal against the:

**APPROVAL:** ☐

**APPROVAL - with conditions:** ☐

**REFUSAL:** ☐

of a Development Permit with regard to the following:

\_\_\_\_\_  
\_\_\_\_\_

was considered by the DEVELOPMENT APPEAL BOARD on \_\_\_\_\_20\_\_  
and the decision of the DEVELOPMENT APPEAL BOARD with regard to the appeal is as follows  
and for the following reasons:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary, Development Appeal Board

### **NOTE:**

1. A decision of the Development Appeal Board is final and binding on all parties and persons subject only to an appeal upon a question of jurisdiction or law pursuant to Section 51 of the *Planning Act*. An application for leave to appeal to the Supreme Court shall be made:
  - (a) to a judge of the Supreme Court; and
  - (b) within 30 days after the issue of the order, decision, permit or approval sought to be appealed.

**FORM G: STOP WORK NOTICE**

**POSTED ON SITE AND AT THE HAMLET OFFICE**

**Date:** \_\_\_\_\_

You are hereby notified that your development is in contravention of the Chesterfield Inlet Zoning By-law No. \_\_\_\_\_ Development Permit by reason of:

\_\_\_\_\_  
\_\_\_\_\_

You are requested to take remedial action to conform to the By-law/Permit as follows:

Failure to comply with this request within 30 days of receipt of this notice may result in action being taken through the courts to seek remedy under the provisions of the **Planning Act** and **Hamlets Act**.

\_\_\_\_\_  
Date of Notice

\_\_\_\_\_  
Signature of Development Officer

**FORM H: USE OF LAND IS IN VIOLATION OF THE ZONING BY-LAW NOTICE**

**POSTED ON SITE AND AT THE HAMLET OFFICE**

**Date:** \_\_\_\_\_

You are hereby notified that your development is in contravention of the Chesterfield Inlet Zoning By-law, No. \_\_\_\_\_ by reason of:

\_\_\_\_\_  
\_\_\_\_\_

You are requested to take remedial action to conform to the By-law as follows:

Failure to comply with this request within 30 days of receipt of this notice may result in action being taken through the courts to seek remedy under the provisions of the **Planning Act** and **Hamlets Act**.

\_\_\_\_\_  
Date of Notice

\_\_\_\_\_  
Signature of Development Officer

**FORM I: APPLICATION FOR AMENDMENT TO THE ZONING BY-LAW**

**Fee:**

**\$250**

**Date:** \_\_\_\_\_

Zoning Amendments are subject to the provisions of the *Planning Act* Section 29 and Section 3.9 of this By-law.

I/We hereby make application to amend the Zoning By-law.

**Applicant:** \_\_\_\_\_

**Tel:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Owner of Land or Lessee:** \_\_\_\_\_ **Tel:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Land Description:**      **Lot:** \_\_\_\_\_ **Plan:** \_\_\_\_\_

**Civic Address:**  
\_\_\_\_\_

**Amendment Proposed:**

**From:** \_\_\_\_\_ **To:** \_\_\_\_\_

**Reasons in support of Application for Amendment:**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**FORM J: REQUEST FOR VARIANCE**

**Fee :**

**\$75**

I/We hereby make a request to vary one or more provisions of the Zoning By-law.

**PLEASE PRINT:**

**Applicant's Name:** \_\_\_\_\_

**Business Name:** \_\_\_\_\_

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

**Phone Number:** \_\_\_\_\_

**Lot No.:** \_\_\_\_\_ **Plan No.:** \_\_\_\_\_

**Zoning:** \_\_\_\_\_

**Lessee of the Property:** \_\_\_\_\_.

(\* If the applicant is not the Registered Owner or Lessee of the Property, please submit a letter from the Registered Owner or Lessee granting you permission to request a variance.)

**Describe the variance(s) being requested:**

I certify that I will abide by the above conditions for variance after I have received a Development Permit, knowing that failure to do so will result in cancellation of the Development Permit and possible further action taken by the Hamlet of Chesterfield Inlet.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**