



LANDSCAPING – MCKENZIE POINTE, MCKENZIE LANE & MCKENZIE LANDING

Box 220 Station Main
White City, SK S4L 5B1
Ph: 306-781-2355
Email: townoffice@whitecity.ca
Website: www.whitecity.ca

This information does not attempt to set rigid policies, but rather provide homeowners with a guide outlining the Town of White City's requirements to ensure a landscaping and ditch deposit can be refunded. The town has a natural drainage plan and it is very important that your landscaping is finished to grade to ensure your property runoff follows this natural drainage plan. Landscaping completed in a timely fashion helps improve the town's overall image and has a positive impact to neighbouring properties. Please review the information presented below when considering completing your landscaping.

You are expected to have your landscaping and hard surface driveway finished within two years after completion of the residential building. Failure to complete the landscaping in the required time frame could result in the forfeiture of the landscaping and ditch deposit. If for some reason you are unable to complete the landscaping within 2 years, you must contact the town to discuss the option of receiving an extension to this timeline.

Landscaping Permit (Pre-Landscaping)

A landscaping permit is required prior to starting your landscaping. To apply for a landscaping permit, please consider the following application process:

1. Draw your proposed landscaping plans on your Real Property Report (Surveyor's Certificate). If your designs are done by a professional design company, please include a copy of your Real Property Report for reference.
2. Fill out the Landscaping Permit Application form.
3. Bring the drawing and the completed permit application to the Town of White City or email it to townoffice@whitecity.ca.
4. The town will authorize your application and return the approved permit to you for your records.

Important Notes Prior to Landscaping:

- Landscaping permit applications will not be accepted without an appropriate grade level certificate for the property. This certificate acknowledges the property's elevations, which should be referenced when completing the landscaping. You are required to bring the lot to final grade, in accordance with the subdivision design elevations.
- Remember when planting trees, they may start small but will need room to expand as they grow. Please allow enough expansion room when planting trees by a fence or property line.
- No rock, bark chips or any other material other than grass is allowed in the ditch area. Grassed swales provide good filtration and sediment control.

Inspection Process (Post-Landscaping)

1. Once the landscaping is complete, you can email townoffice@whitecity.ca or call 306-781-2355 to request an inspection. It is important that the landscaping is completed (all grass established, all other landscaping materials placed, hard surface driveway, trees and shrubs are planted, etc.) prior to requesting an inspection. Having town staff visit an incomplete property only creates extra work and delays the approval process for other residents.
2. Within a couple of weeks of the inspection request being submitted, Public Works staff will complete a visual inspection of the property to ensure the landscaping is complete and it meets all regulations.
3. If this inspection finds any deficiencies or outstanding items that need to be completed, you will be asked to correct these items and contact the town when these outstanding items are remedied. If there are no deficiencies, you will have qualified for your landscaping and ditch deposit refund.

Important Notes Prior to Requesting an Inspection

- The town does inspections on properties between **May 30th and September 30th** each year. Any inspection requests received after September 30th will be added to the following year's inspection list.

Landscaping & Ditch Deposit Refunds

- You are entitled to a \$1000.00 refund for landscaping and \$400.00 refund for completing the town's ditch area. Once the inspection has passed, you will receive the refund, via cheque, after the next scheduled council meeting.

Disclaimer: Landscaping approvals are not always a straightforward or simple process and they do take time. We appreciate your patience with landscaping approvals.

Other Information

Driveway permits are required prior to driveway construction. See the 'Driveways' section on the website for more information.

Fence permits are required prior to installing a fence. See the 'Fences' section on the website for more information.

Development permits are required for sheds under 100 square feet. Building permits are required for sheds/accessory buildings over 100 square feet.