

Policy Number:	Admin100
Policy Name:	Use of Town Property
Prepared By:	Administrator
Date Created/Modified:	May 19, 2017
Date Approved:	May 23, 2017 / Res # 260-17
Approved by:	Town Council

Policy Objective:

The objective of the Town Use Policy is to clearly define when residents can use town lots for personal use.

Policy Application:

This policy applies to all town owned property.

General Regulations:

1. No person, organization or corporation shall use or occupy in any manner whatsoever any lot(s) or property owned by the Town of Kamsack without first obtained a written permit authorizing such use.
2. Individuals wishing to use town property must submit an “Application for a Permit to Use Town Property”.
3. **Permits will NOT be issued for public reserve land, buffer zones and lots located in subdivisions under development (ie. Lawrence Road/Banks Crescent subdivision), except for community based purposes or in the case of “grandfathered uses”.**
4. Permits will be issued at the discretion of Town Council and their decision is final.
5. Permits will be issued for the time and use as specified on the permit.
6. No structures, either permanent or semi-permanent may be placed on town owned property.
7. Property is used at your own risk; the Town of Kamsack assumes no liability.
8. Items store on the property must be stored in a neat and tidy manner.
9. Storage of dangerous goods on the property is not allowed.
10. Property cannot be used for illegal purposes.
11. Property must be maintained; grass and weeds must be cut; debris must be picked up.
12. No derelict vehicles or vehicles which are not capable of running may be parked on town property.
13. The Town may cancel permits at any time. Notice of 48 hours will be given to remove personal property once notice is given. Items not removed will be removed by the Town at the owners expense.

Applicant Information:

Name: _____

Mailing Address: _____

Phone Number: _____

Property Address:

Street Address: _____

Roll #: _____ Lot: _____ Block: _____ Plan: _____

Description of Proposed Use:

Period of Use:

Start Date: _____

End Date: : _____

I agree to the terms and regulations outlined in the Use of Town Property Policy.

Signature

Date