



# The Selkirk and District Planning Area

## 2012 Annual Report



“Planning for a Better Future”

## **Foreword**

As per the requirements of *The Planning Act*, we are pleased to provide the Board (the Board) with the Annual Report for 2012. The Auditor's report of the financial statements is in process and will be received shortly.

During 2012, the Board has been actively involved in positive and progressive planning and development. Significant commercial and residential development in the area is indicative of a growing population, improved environmental services and increased economic wealth. Over the past decade the Planning Board has experienced additional growth due to these developments. Guiding future anticipated growth will be the Board's new Development Plan which received provincial approval and Manitoba's highest award for planning excellence. Implementation will be directed by the Secondary Plans and Zoning by-laws now being prepared.

In the un-audited Financial Statements of December 31, 2012, the Board's assets were \$1,256,237.40 as compared to \$972,910.16 in 2011. This increase from 2011 is a result of Assets under Construction. Revenues increased by 36.4% in 2012 as compared to 2011 from \$960,500.50 to \$1,309,974.84.

Total expenditures were \$1,316,310.83, which is an increase of 48.1% over expenditures in 2011. This was due to increased expenditures in the areas of Software/Computer Operations with the LIDAR Mapping purchase, Payroll expenses due to CUPE negotiations and the addition of two new full time staff members, with the largest increase being Municipal Cost Sharing Projects with seven Secondary Plans in progress.

The R.M. of East St. Paul expressed interest in joining our Board in early 2012. In July 2012 approval was received from the Minister of Local Government for the R.M. of East St. Paul to officially join the Selkirk and District Planning Area (the SDPA).

In November 2012, construction began for new office facilities for the SDPA. The project is a joint collaboration between the SDPA and the Gaynor Family Regional Library. With an estimated 34 week construction period, the SDPA's new office facility should open in the fall of 2013.

2012 has brought about several staff changes to the Board. Derek Eno joined the SDPA in January as a Community Planner, and Joe Kasprick as

Development Officer and Krystal Wenzoski as Community Planning Assistant in July 2012 with the addition of the R.M. of East St. Paul to our District. Jennifer Lim began maternity leave in December, with the position still vacant at the end of the year.

### **Highlights**

#### **Statistical highlights for 2012 are as follows:**

- 552 Residential Permits issued
- 55 Commercial Permits issued
- 57 Development Permits issued
- 10 Land/ Shoreline Development Permits issued
- 66 Demolition Permits issued
- 119 Pool Permits issued
- 206 Residential Plumbing Permits issued
- 21 Commercial Plumbing Permits issued
- 29 Conditional Use Applications
- 9 Conditional Use/Variation/Subdivision extensions
- 74 Occupancy Permits issued
- 24 Sign Permits issued
- 11 Temporary Placement Permits issued
- No Development Plan Amendment Applications
- 7 Rezoning Applications
- No Zoning By-Law Text Amendments
- 78 Subdivision Applications
- 154 Subdivision Lot Fees/ Extensions
- 178 Variation Applications
- 16 Zoning letters
- 85 Zoning memorandums
- 4 Work Order letters

## **Staffing**

The Board was established in 1977 and staffed by 5 persons. In 2012 the Board employed 11 full time staff members. Prior to 1987 the Province of Manitoba provided 4 staff members whose responsibility was to process subdivisions, rezoning and development plan amendments. In 1987 the Board was granted subdivision approving authority and became responsible for the administration of subdivision, development plans and zoning process.

At December 31, 2012, the Selkirk and District Planning Area Board employed the following staff members:

Lloyd Talbot – Manager  
Cynthia Grandmont – Director of Finance and Administration  
Ryan Nickel – Senior Development Officer  
Dieter Gnitzinger – Development Officer  
Joe Kasprick – Development Officer  
Ray Parsons – Development Officer  
Jennifer Ferguson – Community Planner  
Derek Eno – Community Planner  
Ingrid Zarichney – Community Planning Assistant  
Krystal Wenzoski – Community Planning Assistant

## **Tasks and Service**

The Board provides a variety of services to the public, municipal officials, government agencies, the Board and municipal staff. Other services which are not reflected on the financial statements are general inquiries, violations, business license approval, inspections, Development Plan, Secondary Plan and Building and Zoning By-law administration, and independent administration of the Board's finances.

## **Building Permits Issued**

A total of 894 building permits were issued for 2012. Of these permits, 160 permits were for single family dwellings. Commercial and institutional construction was prominent again this year for a total of 55 permits were issued in the district.

Some of the significant commercial projects for 2012:

<b>St. Andrews</b>	<b>St. Clements</b>	<b>City of Selkirk</b>
Worship Structure	Lazer Runner4	Selkirk Motor Hotel Renovation
St. Andrews Fire Hall	CIL Public Works Shop	601 McLean – 12 Plex Apartment
		Steeltown Ford renovation
		601 McLean – 6 Plex Apartment
		255 Sophia – 8 unit Apartment
		Tudor House expansion
		McDonald's Restaurant Renovation
		Gaynor Library & SDPA Building

Further information on activity in 2012 is provided on the attached spreadsheets. This lists a complete inventory of the services provided and revenues generated by member municipality with a comparative to 2011. Indications are that 2013 will be another busy year for building permit activity.

## **Violations**

As of the end of 2012 - 127 violations are active, with the distribution as follows:

St. Andrews	St. Clements	City of Selkirk	West St. Paul	Dunnottar	East St. Paul
18	22	10	40	8	29

Details on violations are provided to the Board on a regular basis. Further examination and statistics will be provided in the future. Based on the above, there is strong indication once again that 2013 is going to be a busy year for violations and enforcement.

## **Subdivisions**

In 2012 the Board processed 78 subdivision applications:

St. Andrews	St. Clements	City of Selkirk	West St. Paul	East St. Paul
29	21	9	10	9

In 2012 the number of new lots created in the district totaled 154:

St. Andrews	St. Clements	City of Selkirk	West St. Paul	East St. Paul
24	30	7	73	20

## **Major Projects**

In 2012, the planning district had several Secondary Plans in progress or completed: Middlechurch, St. Andrews Airport, South St. Andrews, Grand Marais, East Selkirk, the Lockport Settlement Centre, Selkirk Downtown, South St. Clements, Selkirk Water Tower Project and the WSP Employment Lands.

## **Other Projects**

The Planning Board has worked with member municipalities and senior governments to address issues related to flooding and shoreline erosion. Support has been provided as plans are being developed to address on site waste management concerns, the extension of pipe services and regional transportation.

## **Legal Issues**

Several court actions and Ombudsman reviews are being dealt with, with the assistance of legal counsel. It is anticipated that enforcement measures may require the issuance of court orders.

## **Future Considerations**

The following are a number of issues that the Board will consider respecting current and future budgets:

- Updating of the Zoning By-Laws and preparation of secondary plans to comply with and implement the Development Plan
- Providing additional resources to member municipalities based on the Board's updated aerial photography and LIDAR contour mapping.
- On going staff development for effective handling of increased workload, policy development and special study requirements, and issues management.
- Undertaking effective enforcement measures.
- Relocation of office to new joint Regional Library and Planning Board facilities.
- Providing support for municipal and Board wide sustainable development initiatives.
- Implementation of results of Board strategic planning work shop.