

Application Checklist

Before submitting your required application, please confirm you have the following items:

- Completed Application Form, which includes the following:
 - Owner's Name and Mailing address/contact information
 - Current Status of Title (dated within 30 days of application)
 - Tax Roll Number /Civic Address and/or Legal Description
 - Letter of Authorization
 - Site Plan
 - Plan Review Fee
 - Two-sets of construction drawings (Engineer's seal required)

Do I require any other permits or approvals?

- Developer's approval may be required dependant on the area of construction.
- Manitoba Department of Infrastructure and Transportation approval is required if any structure or use is located within a highway control corridor or intersection circle; and, for any planting within 50 feet of a Provincial Road or Highway Right-of-Way.
- A Geotechnical Report will be required when construction occurs within 350 feet of the Red River, Lake Winnipeg, or a tributary.
- Other permits or approvals may be required. Please discuss your proposal with RRPD staff for more information.

Don't forget to call before you dig:



Manitoba Hydro 1-888-624-9376
MTS (204) 941-7267
Shaw 1-866-344-7429

WEB: www.callb4udig.mb.ca

All fees and information are subject to change without notice, and should be verified by the Red River Planning District Office.

RED RIVER PLANNING DISTRICT

MAIN OFFICE: 806-A MANITOBA AVENUE
SELKIRK, MB
R1A 2H4
PH: (204) 482-3717
TF: (800) 876-5831
FX: (204) 482-3799

**Method of payment: Cash, debit or cheque,
payable to Red River Planning District.**



E-MAIL: info@rrpd.ca

WEBSITE: www.redriverplanning.com

This Pamphlet provides general guidance only. For definitive requirements and procedures, please consult *The Planning Act*, the National Building Code, the Development Plan, the respective Secondary Plan, Zoning By-Law, Building By-Law and/or any other applicable By-Law, Agreement, or other piece of applicable legislation.

Please contact the Red River Planning District for further information or to make an application.

NEW DWELLINGS AND ADDITIONS



 **RED RIVER**
PLANNING DISTRICT

PLANNING AND DEVELOPMENT SERVICES
SELKIRK • ST. CLEMENTS • ST. ANDREWS
EAST ST. PAUL • WEST ST. PAUL • DUNNOTTAR

Is a building permit required to build a dwelling or addition?

YES. A building permit must be obtained by applying at our office.

What documentation is required to apply for a building permit?

- Current Status of Title (date stamped within 30 days of application);
- Site plan showing proposed setbacks from property lines for new and all existing structures on the site, as well as setbacks between the proposed structure and the closest existing structure and indicate all important utilities, such as hydro and sewage disposal;
- 2 sets of construction drawings, sealed by an engineer certified in the Province of Manitoba; and
- Residential Plan Review Fee.

Where can I build on my property?

The placement of principal structures and additions to principal structure is determined by the relevant zoning regulations, existing structures and relevant utilities. (a tax roll number or a legal description is required to determine your zoning).

What do the building plans, construction details have to indicate?

- The construction drawings require the following:
- Complete foundation, dimensioned and fully detailed;
 - Building sections indicating all building materials;
 - Floor plans at all levels, with room use indicated (ie: bedroom);
 - Indicate joists on floor plans or provide separate joist layout;
 - Elevations on the completed structure, including window dimensions and egress

Do I need an Engineer’s Stamp?

A Professional Engineer’s Stamp is required for:

- ✓ Preserved Wood Foundations;
- ✓ Pile foundations for Single Storey residence exceeding Manitoba Building Code (MBC) Part 9 (Nine Limitations);
- ✓ Pile foundations for residences of Two Storeys or more;
- ✓ Concrete foundation walls which exceed 11.9 meters (39’4”) in length; or
- ✓ Timber-frame or log construction

Do I require any other permits?

YES.

LOT GRADE

1.) A lot grade deposit is required for each municipality, available through the respective municipal office.

ACCESS/CULVERT

2.) An Access/Culvert Permit may be required. Application is typically made at your respective municipal office. For the City of Selkirk, the application is made at Public Works. If your property is on a Provincial Road (PR) or Highway (PTH), an Access Permit must be obtained from the Department of Highways;

- R.M. of St. Andrews:** (204) 738.2264
- R.M. of St Clements:** (204) 482.3300
- R.M. of East St.Paul:** (204) 668.8112
- R.M. of West St. Paul:** (204) 338.0306
- City of Selkirk - Public Works:** (204) 785.4930
- Village of Dunnottar (no permit):** (204) 389.4962
- Dept. of Highways (M.I.T.):** (204) 945-8912

HYDRO/CENTRA GAS

3.) A Permit from Manitoba Hydro is required both for hydro/gas leading into the property and for electrical/gas within the structure. Please contact your nearest (local) hydro office.

GREYFIELD/WASTEWATER MANAGEMENT

4.) An On-Site Waste Water Management Systems Permit is required. Please contact the applicable office as listed below by Municipality:

For the R.M.’s of St. Andrews/ St. Clements & Village of Dunnottar:
Manitoba Conservation
446 Main Street, Selkirk (Lower Level)
Ph. (204) 785.5030

For the R.M.’s of East St. Paul/West St. Paul:
Manitoba Conservation
160-123 Main Street, Winnipeg
Ph. (800) 214.6497

For the City of Selkirk:
Public Works 739 Sophia Street, Selkirk
Ph. (204) 785.4930

(Sewer and Water may be required - please inquire at the City of Selkirk Office - 200 Eaton Avenue)

5.) Manitoba Infrastructure and Transportation - Water Management and Structures Division For those properties in the Lower Red River Designated Flood Area and for those properties in proximity to Lake Winnipeg, a permit may be required to be obtained from Manitoba Water Management and Structures Division.

Application forms for the Lower Red River Designated Flood Area permit are available inoffice and on-line.