

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
 - Site Plan
 - Letter of Intent (explaining why the application is being requested)
 - Applicable Fees

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.

Date Revised: June 9, 2016

ZONING VARIANCES



 **RED RIVER**
PLANNING DISTRICT

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

What is a Zoning Variance?

A Zoning Variance allows for an exception to the regulating Zoning By-Law as it applies to a specific property. For example, a Zoning By-Law may specify that a building on a residential lot must be set back a minimum of seventy-five feet (75 ft) from the front property line. A Zoning Variance would allow the Property Owner to vary this 75' setback to a distance which is less than 75'. In this case, a Property Owner would apply for a Front Yard Variance to build closer than the regulating By-Law permits.

When is a Zoning Variance required?

A Zoning Variance is required when a property owner proposes to build a structure on a parcel of land in a manner that does not conform to required zoning regulations, such as setbacks, site coverage, building height, or unit area, and, therefore, might affect adjacent land owners or properties.

What is required from the Property Owner/ Applicant to Apply for Zoning Variance?

A detailed letter of intent, a site plan, a current copy of the Status of Title (dated within 30 days of application date) and a cheque made out to the "Red River Planning District".

What is the purpose of a Zoning Variance hearing?

The Municipal Council holds Zoning Variance hearings monthly to provide an open and fair forum where all sides in each case can be heard. Council hears all arguments in favor and against the Zoning Variance Application before ruling on the Applicant's proposal.

Can I make representation at Council regarding a Zoning Variance Application?

The applicant and any affected land owner will have the opportunity to make representation to Council and is strongly encouraged to be at the meeting on the date specified in the notice.

When do I hear if my Zoning Variance has been approved or rejected?

Property Owners will hear if their application has been approved, rejected or tabled once a decision is made. Our office will mail you the resolution. Once you have received this written resolution, you may act upon the variance approved.

Will my neighbours be notified?

YES. Within the City of Selkirk a poster will be provided to the owner to post, visibly from the road allowance, on the property being affected by the Zoning Variance. Our office will confirm placement of the poster in accordance with *The Planning Act*. This poster must be placed and maintained for a fourteen (14) day period prior to the meeting date.

In the Rural Municipalities of St. Andrews, St. Clements, East St. Paul, West St. Paul, and the Village of Dunnottar, notices are mailed out to all landowners within a one-hundred (100) meter radius (328 ft).

Can I get a refund if my application is rejected?

No. The monies collected for the application are used to cover the costs of processing and mailing.

Can I appeal the Municipal Council's decision if my application is rejected?

No. Council's decision is FINAL and there is NO APPEAL.

TYPICAL SITE PLAN

