

## Application Checklist

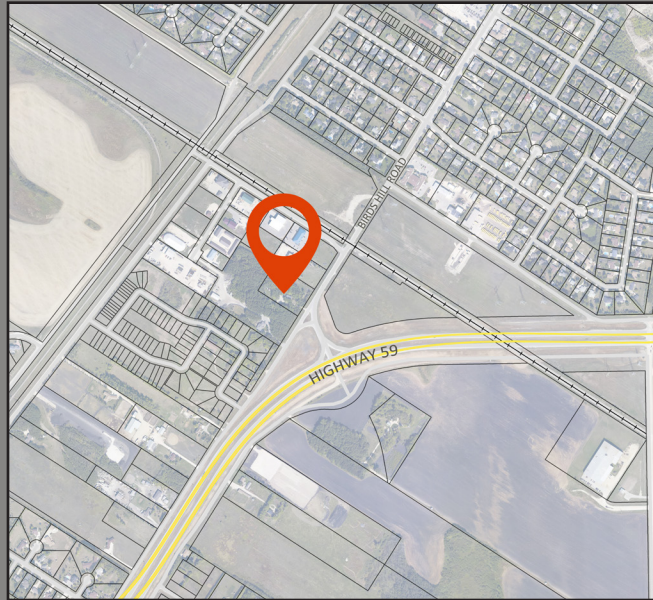
Before submitting your required application, please confirm you have the following items:

- 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)
  - Letter of Intent
  - Site Plan (RRPD may request a survey to be drawn by a Manitoba Land Surveyor)
  - Applicable Fees

## RED RIVER PLANNING DISTRICT

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WEBSITE: [www.redriverplanning.com](http://www.redriverplanning.com)

ONLINE PERMIT APPLICATIONS

<https://ca.cloudpermit.com/login>

# Cloudpermit

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: February 1, 2024

# DEVELOPMENT PLAN & ZONING BY-LAW AMENDMENTS



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

## What is a Development Plan Amendment (DPA)?

The Development Plan designates and specifies policies for overall uses on land. From these designations and secondary plan refinements, the respective Zoning By-law assigns zoning to a parcel. If the Development Plan designation does not permit a use that a property owner is seeking for their property, then the land must be re-designated. This typically also requires a Zoning By-law Amendment.

## Who approves a DPA?

The Minister of Local Government.

## What are the application requirements?

- ✓ Completed Application form;
- ✓ Concept site plan;
- ✓ Detailed letter of intent explaining the proposal; and,
- ✓ Certificate of Title(s) must be provided.

See checklist provided on the other side of this pamphlet.

As well, applicants should provide detailed sketch maps of the property indicating current use and the proposed use. Depending on the type of proposal other supporting information may be required, such as percolation tests, engineered drainage plans, traffic impact studies, and other similar reports. These will be at the applicant's cost.

## What will a DPA application cost?

The costs are all outlined in the fee schedule, By-law 187. Cheques are made payable to the "Red River Planning District" and are non-refundable.

## How long does it take?

Generally, depending on the complexity of the individual application, the re-designation process can take several months to several years to complete.

## What is a Zoning By-Law Amendment (ZBA)?

Zoning is typically classified into main categories: agricultural, residential, commercial, industrial, parks and recreation, and other similar categories. These uses are typically clustered to prevent conflicting uses and effectively protect natural resources. When a use is not permitted in a zone, but the property owner wishes to conduct that use, the property owner must apply for a ZBA of their property.

## Who approves Re-Zoning?

The respective local Council.

## What are the application requirements?

- ✓ Completed Application form;
- ✓ Site plan;
- ✓ Detailed letter of intent explaining the proposal; and,
- ✓ Certificate of Title(s) must be provided.

See checklist provided on the other side of this pamphlet.

As well, applicants should provide a detailed sketch map of the property indicating current use and the proposed use. Depending on the type of proposal other supporting documents may be required, such as soil percolation tests, engineered drainage plans, traffic impact studies, and other similar reports. These will be at the applicant's cost.

## What will a Re-Zoning application cost?

The costs are all outlined in the fee schedule, By-law 187. Cheques are made payable to the "Red River Planning District" and are non-refundable.

## How long does it take?

Generally, depending on the complexity of the individual application, the re-zoning process can take several months, provided the required information is received .

If you are making application for a DPA or a ZBA it is recommended that you meet with planning staff to discuss your proposal, prior to application.

