

DEVELOPMENT PERMIT APPLICATION



Rural Municipality of Ellice – Archie

Box 67 McAuley, MB R0M 1H0

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The undersigned hereby applies for a Permit in accordance with this application; all by-laws and regulations applicable thereto, and all conditions stated on the reverse. The accuracy of the information which follows and the accompanying plans and specifications with the representation therein are the responsibility of the owners and are hereby made part of the application.

Proposed Project Information

☐ Construct ☐ Demolish ☐ Move/Relocate ☐ Occupy ☐ Fence ☐ Sign

Description of Project:

Property Information

☐ Residential ☐ Commercial ☐ Agricultural

Roll Number: _____

Civic Address: _____

Urban: Lot Block Plan

Rural: NW SW NE SE Section Township Range

Lot Size (LxW): _____

Acres: _____

Contact Information

Applicant: _____

Registered Landowner: _____

Mailing Address: _____

Mailing Address: _____

Town / Postal Code: _____

Town / Postal Code: _____

Phone Number: _____

Phone Number: _____

Email: _____

Email: _____

Contractor: _____

Email/Phone: _____

Engineer: _____

Email/Phone: _____

Architect: _____

Email/Phone: _____

Accompanying Information Checklist:

☐ Site Plan
☐ Copy of Land Title
☐ Completion Date _____

☐ Construction Plans
☐ Property Line Verification
☐ Project Value \$ _____

(Total monetary value of completed cost incl. construction, material & labour costs)

☐ Application Fee \$ _____
(Fee Calculation Shown on Reverse)

Declaration

I acknowledge that:

- 1) All statements and representations contained in this application for permit and the plans and specifications are correct, accurate, and adhere to any applicable legislation, by-laws, codes, and standards.
- 2) The issuance of a permit by the RM of Ellice – Archie does not waive, amend, or change any applicable by-laws or requirement contained in any other applicable legislation.
- 3) Any unauthorized changes from the plans and specifications or building location as specified in this application shall void the permit
- 4) Owner/Applicant is responsible for searching any caveats registered on title.
- 5) I waive the rights of action against the RM of Ellice – Archie arising from this application and any permit issued.
- 6) For administrative purposes, where information is missing or required to be included, authorization is granted to the RM of Ellice – Archie to add information where required to complete this application.

Applicant (print): _____

Signature: _____

Date: _____

Landowner (print): _____

Signature: _____

Date: _____

Site Plan

Setbacks (distance from property line):

Front Setback (ft): _____ Rear Setback (ft): _____ Side Setback (ft): _____ Side Setback (ft): _____

Information Required:

- Include street or road names adjacent to property lines.
- Include proposed construction along with existing structures and driveways.
- Include dimensions (footprint) of all buildings/structures/fences (existing & proposed).
- Include height of proposed building/structure/fence.
- Include distance to nearest structures (existing & proposed).
- Include distance to each property line from the proposed building/structure (called a setback).

****Note: Site plan does not need to be to scale but shall be accurate.***

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Applicant (print): _____ Signature: _____ Date: _____

Landowner (print): _____ Signature: _____ Date: _____

FEE CALCULATIONS

The fee for a development permit for the construction, erection, placement, alteration, reconstruction, demolition, removal, relocation, repair or renovation of a building, structure, sign, occupancy of new buildings, occupancy and change of occupancy of existing buildings, is as follows:

Fees Schedule established with By- Law #04-2026

2.1	FENCE PERMITS	
a.	Residential Fence	\$55.00
b.	Commercial / Industrial Fence	\$55.00
c.	Rural / Agricultural Fence	No permit required, fee waived

NOTE: Fences may be constructed up to property lines; however, applicants are advised to obtain neighbouring property owner consent to avoid potential disputes. A land survey may be required to verify the property boundary. Any fence constructed beyond the property line may be subject to removal or relocation. By signing the Development Permit, the applicant acknowledges responsibility for ensuring the fence is located entirely within their property boundaries.

2.2	MISCELLANEOUS PERMITS	
a.	Detached Accessory Building <u>over 120 sq ft</u> but <u>under 200 sq ft</u> (garage, garden shed, gazebo, greenhouse, or similar structures) [Note: over 200 sq ft, building permit required]	\$55.00
b.	Uncovered Decks / Patios / Ramps or similar structures <u>over 8 inches</u> but <u>under 24 inches</u> in height from ground level [Note: if structure is covered, see sections 1.2.b] [Note: over 24 inches in height, building permit required]	\$55.00
c.	Demolition Permit	\$55.00
d.	Pools / Hot tubs containing more than 24 inches of water (6 foot min fence required, fence permit included in this permit fee)	\$150.00
e.	Solid Fuel Appliance (wood / pellet stove), Mechanical heating or Hydronic System	\$100.00
f.	Shipping Container Installation	\$100.00
g.	Sign Permit	\$100.00
h.	Relocation of a Structure	\$55.00
i.	Buildings or structures not classified as "Farm" "Part 3" & "Part 9" buildings or structures under the MB building code	\$55.00 base fee + \$4.00 / \$1000 value
j.	Misc Permanent Structures (towers, solar panels, wind turbines or similar structures)	\$55.00

2.3	FARM BUILDINGS, STRUCTURES & ANIMAL CONFINEMENT FACILITIES PERMITS	
a.	All buildings and structures (non-residential related) up to 600m ² (unless otherwise indicated in this section)	\$55.00

b.	Grain Storage Bins, Fertilizer Tanks, Fuel Tanks or similar structures	\$55.00 fee per structure
c.	Installation of animal confinement or similar structures (etc. corrals, paddocks, winter feeding yards, barns, tie-stalls)	No permit required, fee waived
d.	Part 3 farm buildings or structures where a building permit is administered by department of labour	\$55.00

2.4	OCCUPANCY PERMITS	
a.	No fee is required for an Occupancy Permit where another permit has been issued & completed for the same building	Fee waived
b.	Change of Use Occupancy Permit	\$55.00
c.	Temporary / Interim Occupancy Permit	\$55.00

5.1	PENALTY FEES FOR NON-COMPLIANCE	
a.	Failure to obtain a permit prior to the commencement of the actual work, through neglect, or for any other reason	Fees double normal rate for applicable permit.
b.	Where work is not ready for inspection at the time for which the inspection was called	\$95.00/hour + mileage (as per RM approved rates)
c.	Additional inspection (Re-Inspection) due to deficiencies related to a permit	\$95.00/hour + mileage (as per RM approved rates)

NOTICE

- It is unlawful to commence work without a permit.
- This permit becomes null and void if work or construction authorized is not commenced within eighteen (18) months after date of issuance.
- This permit does not confer upon the permittee or owner or authorized agent the right to establish an approach from the public street to serve the premises nor does it confer the right to use the street for any building operation.
- Every owner shall allow the authority having jurisdiction to enter any building or premises at any reasonable time for the purpose of administering and enforcing these requirements.
- The building owner, designer, contractor or other agent authorized by the owner shall perform sufficient field reviews to certify that all aspects of the project conform in all respects with the plan and supporting documents, including all amendments thereto, prepared by the designer.
- Every owner shall ensure that the plans, specification and related documents on which the issue of the building permit was based are available at the site of the work for audit or inspection during work hours, and that the permit, or true copy thereof is posted conspicuously on the site during the entire execution of the work.
- Every owner shall give notice to the authority having jurisdiction upon completion of any work prior to any occupancy of the building or part thereof after construction, partial demolition, or alteration of that building or change in the occupancy of any building or part thereof.
- No person in control of, supervising or participating in the removal, relocation or occupancy of a building shall cause, allow or maintain any unsafe condition.