

## PERMIT APPLICATION

**NOTE:** Individual applications are required when applying for multiple projects. See "Permit Application Guide" for assistance.

**PERMIT TYPE(S):**  Development  Building  Plumbing  Demolition  Occupancy  Sign  
**PERMIT CLASS:**  Residential  Commercial  Agricultural **ESTIMATED PROJECT COMPLETION DATE:** \_\_\_\_\_

### CONTACT INFORMATION

**APPLICANT NAME(S):** (First/Last) \_\_\_\_\_ **LIST THE MAIN CONTACT BELOW:**  
**COMPANY NAME:** \_\_\_\_\_ **MAIN CONTACT NAME:** \_\_\_\_\_  
**MAILING ADDRESS:** \_\_\_\_\_ (City/Province) \_\_\_\_\_ (Postal) \_\_\_\_\_  
**PHONE NUMBER:** (Main) \_\_\_\_\_ (Alternate) \_\_\_\_\_  
**EMAIL ADDRESS:** \_\_\_\_\_ **NOTIFY ME BY EMAIL WHEN PERMIT IS READY:**  Yes  No

**PROPERTY OWNER:**  same as applicant

**CONTACT NAME:** (First/Last) \_\_\_\_\_ **COMPANY NAME:** \_\_\_\_\_  
**MAILING ADDRESS:** \_\_\_\_\_ (City/Province) \_\_\_\_\_ (Postal) \_\_\_\_\_  
**PHONE NUMBER:** (Main) \_\_\_\_\_ (Alternate) \_\_\_\_\_  
**EMAIL ADDRESS:** \_\_\_\_\_

**CONTRACTOR/BUILDER:**  same as applicant

**CONTACT NAME:** (First/Last) \_\_\_\_\_ **COMPANY NAME:** \_\_\_\_\_  
**MAILING ADDRESS:** \_\_\_\_\_ (City/Province) \_\_\_\_\_ (Postal) \_\_\_\_\_  
**PHONE NUMBER:** (Main) \_\_\_\_\_ (Alternate) \_\_\_\_\_  
**EMAIL ADDRESS:** \_\_\_\_\_

### PROPERTY INFORMATION

**TOWN OR MUNICIPALITY:**  Town of Stonewall  Town of Teulon  R.M. of Rockwood  R.M. of Rosser/CentrePort

**PROPERTY ADDRESS:**(mandatory) \_\_\_\_\_  
 (street address or green tag no. – if none, list legal address)

**IS THIS PROPERTY PRONE TO FLOODING?**  Yes  No  Unsure

**HAS A LOT GRADE PERMIT EVER BEEN ISSUED FOR THIS PROPERTY?**  Yes  No  Unsure

**ARE YOU AWARE OF ANY DEVELOPMENT AGREEMENT REQUIREMENTS RELATED TO THIS PROJECT?**  Yes  No  Unsure

**ARE ANY OF THE FOLLOWING LOCATED WITHIN 3 KM OF THIS PROPERTY?**  No  Unsure

Large Scale Livestock Operation  Landfill  Quarries  Airport/Landing Strip **APPROX. DISTANCE:** \_\_\_\_\_

**FOR NEW LAND USE OR NEW PRINCIPAL BUILDINGS/STRUCTURES:**

**WATER/SEWER:** Water Source:  Existing |  New Connection to:  Lot  Building | Type: \_\_\_\_\_

Sewage Disposal System:  Existing |  New Connection to:  Lot  Building | Type: \_\_\_\_\_

**IS THERE ALL-WEATHER ROAD ACCESS TO THIS PROPERTY?**  Yes  No  Unsure

**IS THERE AN EXISTING DRIVEWAY/CULVERT ON THIS PROPERTY?**  Yes  No  Unsure

**IS THERE POTENTIAL OR DEPLETED AGGREGATE ON THIS PROPERTY?**  Yes  No  Unsure

### PROPOSED PROJECT INFORMATION (mandatory)

**BUILDING OR LAND USE:**(existing) \_\_\_\_\_ (proposed) Personal \_\_\_\_\_

**DESCRIPTION OF WORK:**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**PROPOSED PROJECT INFORMATION** (mandatory)

**TOTAL HEIGHT:** \_\_\_\_\_ ft (from grade) **NO. OF STOREYS:** \_\_\_\_\_ **NO. OF PLUMBING FIXTURES:** \_\_\_\_\_ (rough-ins/hookups)  
**SQUARE FOOTAGE:** (list both existing building (Ex) and proposed addition (P))  
**MAIN FLOOR:** \_\_\_\_\_ **SECOND FLOOR:** \_\_\_\_\_ **BASEMENT:** \_\_\_\_\_  
**GARAGE:** \_\_\_\_\_ **ADDITION:** \_\_\_\_\_ **BSMT DEVELOPMENT:**  No  Full  Partial  
**DECKS: OPEN:** \_\_\_\_\_ **COVERED:** \_\_\_\_\_ **ENCLOSED:** \_\_\_\_\_  
**CONSTRUCTION VALUE** <sup>1</sup>: \$ \_\_\_\_\_ (single value, not a range) **FOUNDATION TYPE:** \_\_\_\_\_

<sup>1</sup> "Construction Value means the total monetary worth of the final project costs, including all construction costs, material costs, and labour costs associated with the project." When submitting a Preliminary Value for commercial projects, it is required that a Final Construction Value be submitted once the final project costs are confirmed.

**TOTAL NUMBER OF PARKING AND/OR LOADING SPACES PROPOSED:** \_\_\_\_\_

**MOBILE HOME:**  New  Used **CSA #:** \_\_\_\_\_ **YEAR:** \_\_\_\_\_ **MAKE:** \_\_\_\_\_ **MODEL:** \_\_\_\_\_

**REQUIRED INFORMATION** (as applicable)

**ALL REQUIRED ITEMS MUST BE SUBMITTED TO THE SOUTH INTERLAKE PLANNING DISTRICT. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

- |   |   |
|---|---|
| <input type="checkbox"/> Detailed Site Plan / Floor Plan                        | <input type="checkbox"/> Letter of Authorization (if applicant is not the landowner)  |
| <input type="checkbox"/> Building Plans <sup>2</sup>                            | <input type="checkbox"/> Developer Approval Letter                                    |
| <input type="checkbox"/> Lot Grade Permit (Town/R.M.)                           | <input type="checkbox"/> Sewer and Water Installation Fees (Town/R.M.)                |
| <input type="checkbox"/> Driveway Permit (Town/R.M.)                            | <input type="checkbox"/> Letters of Assurance (commercial)                            |
| <input type="checkbox"/> Detailed Letter of Intent                              | <input type="checkbox"/> Code Review (commercial)                                     |
| <input type="checkbox"/> Detailed Scope of Work (renovations/repairs)           | <input type="checkbox"/> Lot Grade / Drainage Plan (approved by R.M.)                 |
| <input type="checkbox"/> Recent Status of Title (dated within the last 30 days) | <input type="checkbox"/> Consultation with R.M. of Rosser CentrePort's Senior Planner |
| <input type="checkbox"/> Letter from Lawyer (as proof of ownership)             | <input type="checkbox"/> Manitoba Infrastructure Permit                               |
| <input type="checkbox"/> Application and/or Development Permit Fee              | <input type="checkbox"/> Other _____  |

<sup>2</sup> One legible PDF (electronic copy) of the building plans is required (please note that a paper copy may be requested, depending on the project). If there is no PDF copy available, two legible paper copies are required (smaller projects only require one paper copy). Do not submit your original plans, as they will not be returned to you. Plans are to be drawn to a minimum scale of 1:250 or 1/8" = 1'. Larger plans are to be printed to their original size to ensure there is no impact on the accuracy of the scale. Some projects require plans to be signed and sealed by a Manitoba Licensed Professional Engineer, dated within one year of the complete application date.

\*FEES ARE PAYABLE BY CASH, DEBIT, E-TRANSFER, OR CHEQUE. NO CREDIT CARDS. \* INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

**DECLARATION**

I, the undersigned \_\_\_\_\_ am the applicant named in this application for a permit. I, acknowledge that:  
 (print name)

- All statements and representations contained in the application for permit(s) and the plans and specifications are correct, accurate and adhere to any applicable legislation, by-laws, codes and standards;
- Any unauthorized changes from the plans and specifications or building location as specified in this application shall void the permit;
- Applicant/owner is responsible for searching any caveats registered on title and ensuring that the proposed project complies with the caveats;
- Applicant/owner is responsible for ensuring the proposed project complies with any development agreement registered against the title;
- The South Interlake Planning District does not accept any responsibility for errors or omissions contained in the submitted plans and specifications and the issuance of permits does not warrant that the plans and specifications are in accordance with any applicable codes, act and standards;
- When failing to proceed with a permit application, the application shall expire within one (1) year of the application intake date. When failing to pick up a validated permit, the application shall expire within one (1) year of the permit validation date. Once an application has expired, a new and complete application is required and the applicant shall forfeit the Application Review Fee and Development Permit Fee;
- This document is an Application only and is **NOT** a Permit or Authorization to proceed with any development or construction.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

INTAKE DATE:		<b>FOR OFFICE USE ONLY</b>		<input type="checkbox"/> ST <input type="checkbox"/> RW <input type="checkbox"/> R <input type="checkbox"/> T
APP REVIEW: \$	SOT: \$	RECEIVED BY:	ROLL NO:	
DEV: \$	DEMO: \$	OCC: \$	DEPOSIT: \$	
BLDG: \$	PLBG: \$	PENALTY: \$	RECEIPT NO:	

Date Paid: \_\_\_\_\_  Paid in Full