

Pelican-Rock Lake Planning District

Box 16, 110 Rea Street Dunrea, MB R0K 0S0

Building Inspector/Development Officer ph: (204)523-2080 email: prlpdinspector@gmail.com

Office Manager/Treasurer ph: (204)537-2722 email: prlpdoffice@gmail.com

Schedule "B"

BY-LAW NO. 38

PERMIT REQUIREMENTS AND PENALTIES

DEVELOPMENT PERMITS:

- A Development Permit is required for all developments, except where exempted by the Zoning By-law.

BUILDING PERMITS:

- A Building Permit is required for all new buildings and additions to existing buildings.
- Farm Buildings under 600m² or 6458 ft² including equipment sheds and grain bins, are currently exempt from Building Permit requirements, but require a Development Permit unless exempted by the Zoning By-law.
- Small Buildings under 13.37m² (144 ft²) including garden sheds and garden houses, are exempt from Building and Development Permits.
- Municipal permits from Pelican-Rock Lake Planning District are required for PART 9 Small Buildings, and include those less than 600m² in size, those 3 stories in building height or less, and those intended for the following types of occupancy:
 - Residential (houses, apartments, and motels)
 - Personal Services (offices, banks, and barbershops)
 - Mercantile (retail stores)
 - Medium Hazard Industrial (repair garages and warehouses)
 - Light Hazard Industrial (storage garage and small workshops)
- Provincial permits are required from Inspection and Technical Services for PART 3 Assembly and Large buildings including those larger than 600m² in size, those 4 stories or more in building height, and those intended for specified types of occupancy, including the following:
 - Assembly (theaters, schools, churches, halls, restaurants, and bleachers)
 - Institutional (hospitals and personal care homes)
 - High-Hazard Industrial (bulk plants, grain elevators, chemical storage, and processing plants)

OTHER PERMITS AND INSPECTIONS

- Approval by other jurisdictions for natural gas, hydro, buildings or access along a Provincial roadway, environmental discharge systems, culvert and driveway access must also require permits. Applications for these approvals must be directed to the appropriate authority prior to any development or building approvals being granted by Pelican-Rock Lake Planning District.

- In addition to the required Development and Building Permits, buildings to be moved to new locations within the district will require an independent inspection report to be supplied at the time of the application, by the applicant at their own expense, prior to local approval being granted.

PENALTIES

- Where a permit is surrendered for cancellation within six months after the day it is issued, the holder of the permit shall be refunded the fee paid for the permit less twenty-five percent.
- Where for any reason a permit is not obtained before the commencement of the work for which a permit is required, the fee for a permit is twice the amount prescribed in this Schedule.
- Where for any reason a Variation Order or Minor Variation is not obtained before the commencement of construction, the fee for said application is four times the amount prescribed in this Schedule.
- If construction has not commenced within 12 months of the date of issue on the Building/Development Permit application and actively carried out after that, the permit is null and void, and new permits must be issued.

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FEES BY-LAW NO. 38

BEING A BY-LAW of the Pelican-Rock Lake Planning District to set various fees for development approvals and administrative procedures pursuant to provincial legislation and regulation as well as local by-laws.

WHEARAS The *Manitoba Planning Act* enables the Planning District Board to set fees for costs incurred in processing applications for various development approvals in accordance with the Pelican-Rock Lake Planning District Development Plan and Zoning By-laws; including Development Permits, Variation Orders, Conditional Use Orders, Minor Variations, Zoning Memorandums, Development Agreements, Certificates of Non-Conformance, and amendments to the Pelican-Rock Lake Development Plan and Zoning By-Law;

AND WHEREAS The *Manitoba Buildings and Mobile Homes Act* enables the charging of fees for a variety of construction permits, including Building, Plumbing, and Demolition Permits;

AND WHEREAS The *Manitoba Municipal Act* (Section 232) enables the establishment of “fees, and terms of payment of fees, for inspections, licenses, permits, and approvals, including fees related to recovery of the costs of regulation” including photocopy fees;

AND WHEREAS The Board wishes to recover part of the costs to the Pelican-Rock Lake Planning District Board for the provision of services related to the administration of the Pelican-Rock lake Development Plan and Zoning By-laws on behalf of the member municipalities by establishing a fee schedule for the provision of a variety of services;

NOW THEREFORE The Board of the Pelican-Rock lake Planning District (herein referred to as the “Board”) in session assembled do ENACT as follows:

1. **THAT** the fees established by the Board and set forth in Schedule “A” attached to and made part of the By-Law, shall be payable by applicants seeking development and building approvals under provincial legislation and regulations as well as local by-laws, and shall be collected by the designated officer at the time of application. No application will be considered complete or be process until the full application fee has been paid.

2. **THAT** applications for development and building approvals shall be complete in every way, and compliant with the permit requirements as set forth in Schedule “B” attached to and made part of this By-Law, including the provision of adequate information to demonstrate conformity with local by-laws and building codes. Applications for a development permit will include a site plan or footprint diagram showing the location of any existing and/or proposed building(s) on the lot, as well as separation distances from all property lines. Applications for a building permit will include a set of legible blueprints showing pertinent construction elements of any proposed building or additions to existing buildings.
3. **THAT** some development applications may need to be supported by accurate information regarding building and lot line location verified by a surveyor’s sketch drawn to scale of a Building Location Certificate which, if required, are to be supplied at the time of the application, by the applicant, at their own expense.
4. **THAT** the Board will be responsible for hiring a designated officer for the administration and maintenance of by-laws including the issuing of compliance orders under the *Planning Act*, but the Councils of member municipalities will be responsible for enforcement procedures and costs involving solicitors and courts as envisioned by that legislation.

DONE AND PASSED by the Board of Pelican-Rock Lake Planning District in open session assembled in _____ in the Province of Manitoba, this ____ day of _____ A.D. 2026.

THE PELICAN-ROCK LAKE PLANNING DISTRICT

Chairperson

Office Manager/Treasurer

Read a First time this _____ day of _____, 2026
Read a Second time this _____ day of _____, 2026
Read a Third time this _____ day of _____, 2026