

Frequently Asked Questions

What is the difference between a Development Permit and a Building Permit?

- Development Permits are issued by the RM's Development Officer, after review of proposals for compliance with the RM's Zoning Bylaw (which includes proper zoning, permitted or discretionary use, setback from lot boundaries, etc.)
- Building Permits are issued by the RM's Building Official, after review of proposals for compliance with the RM's Building Bylaw and with the National Building Code. Building Officials will need to inspect your project at various stages of completion. Please read the plan review that comes with your building permit for detailed information regarding inspections.
- A Development Permit shall not be issued unless the site intended to be used, or upon which a building or structure is to be erected, abuts, or has frontage on a graded all-weather registered road, or unless satisfactory arrangements have been made with the Municipality for the improvement or building of a road.

When do you need a Development and Building Permit?

- principle building (house, cabin, etc.)
- accessory building (garage, shed, bunkhouse, etc.)
- decks (covered and uncovered)
- new construction
- renovations that change the structure
- additions
- Home Based Businesses
- Bed and Breakfasts

When do you need a Development Permit only?

- change in use of property
- farm buildings where accessory to a permitted agricultural use.

When do you not need a Development or Building Permit?

(Note: zoning setbacks and requirements must still be adhered to)

- Accessory buildings or structures under 9.3m² (100 ft²)
- The erection of any fence, shelterbelt, grain bin or livestock shelter
- Placement of RV where there is a principal dwelling under construction
- maintenance and repairs that do not include structural alterations

Demolition & Moving Permits

- permits are required when demolishing or moving a building within the RM

What to submit for a Development or Building Permit?

- Development Permit application and Building Permit application completed fully and signed
- site plan of the proposed development showing the lot's dimensions, all buildings and dimensions, and distances to property lines from buildings
- Construction/floor plans of the proposed development

Permit Fees:

- Permitted Use Development - \$50.00 - \$150.00
- Discretionary Use - \$100.00
- Demolition & Moving Permits - \$200.00 (refundable)
- Minor Variance - \$50.00
- Building Permit – Can start at \$300 and can range to several thousand dollars depending on the project

Frequently Asked Questions

How long does it take for a permit to be issued?

- it takes approximately three weeks to issue a permit. Peak building months (i.e. June- August) may result in longer wait times.
- Planning staff review the development permit for compliance with the Zoning Bylaw. Additional information may be required which could delay permit issuance
- approval from the Development Officer and Building Official are required before permits can be issued

Permitted or Discretionary Use?

- Depending on your Zoning District certain developments are permitted, discretionary, or prohibited. Contact the municipal office to determine zoning and if your development is permitted or discretionary.

Setbacks for Residential Uses:

- Minimum Front Yard - 6.0 metres (20 ft.)
Minimum Rear & Side Yard - 3.0 metres (10 ft.) unless on a corner site, the side yard shall be 6.0meters (20 ft.)

Setbacks for Agricultural Residential and Accessory Uses:

- All buildings shall be set back a minimum of 30.5 meters (100 ft.) from the right-of-way boundary of any municipal road allowance, or such greater distance as required by the Ministry of Highways and Transportation.

Mobile Homes & Modular Homes

- every mobile home shall bear CSA Z240 certification and shall be attached to a permanent foundation, or securely anchored to the ground and skirted, prior to occupancy
- every modular home shall bear CSA A277 certification and shall be attached to a permanent foundation
- modular & mobile homes are prohibited in the Lakeshore Development District;

When can you start construction?

- you may start construction once your applications are approved and payment is received
- if construction starts prior to permits being issued the landowner is in violation of the Zoning Bylaw, Development Bylaw and Building Bylaw and is guilty of an offence; the RM will proceed with enforcement measures

Permit Expiry & Extension

- A Development Permit is valid for a period of twelve months unless otherwise stipulated when the permit is issued.
- if construction is not commenced within 12 months from the date of permit issue a permit extension is required
- permit extension requests can be made in writing to the RM
- A Building Permit is valid for 6 months.

Real Property Surveyor Reports (RPSR)

- any proposed development in the Country Residential & Lakeshore District or a commercial development that directly borders another residential or commercial development shall be required to produce a RPSR for all buildings or structures
- the RPSR shall be undertaken after installation of the permanent foundation, but before installation or construction of the building above the permanent foundation

Permit submissions are to be sent to the RM of Spiritwood.