

## ARE BUILDING PERMITS REQUIRED TO BUILD A GARAGE OR UTILITY SHED?

Yes. A building permit must be obtained prior to construction.

**NOTE:** Utility sheds under 108 sq. ft. do not require a building permit; however, must comply with the minimum yard requirements of the Municipal Zoning By-Law.

## IS A BUILDING PERMIT REQUIRED FOR THE GARAGE SLAB ONLY?

Yes, this will ensure all zoning and building by-law regulations applicable to accessory buildings will be followed.

## HOW LARGE AND WHAT HEIGHT OF A GARAGE CAN BE BUILT?

The allowable size of a garage in the R.M. of Brokenhead is determined by the zone in which the property is located. In residential zones within the Town of Beausejour the maximum site coverage of accessory buildings is a total of 900 sq. ft. with a height maximum of 15 ft.

## IS A PERMIT REQUIRED TO ERECT A FENCE?

Yes, a permit is required as this will ensure all zoning and building by-law regulations will be followed. Maximum front yard fence height is 3.5 feet and rear yard maximum height is 6 feet. In the case of a corner or reversed corner site, height on the street side shall not exceed 3.5 feet unless set back a distance of 15 feet in which case maximum height shall not exceed 6 feet. These restrictions are effective for hedges as well

## WHAT IS A HOME OCCUPATION?

Home occupation permits are issued to permit small business operations from a residential site. Home occupation means a use which:

- is carried on in a dwelling unit or mobile home or its permitted accessory building
- is carried on solely by the members of the family residing at the same dwelling unit or mobile home without the employment of other persons
- is incidental to or secondary to the use of the dwelling unit or mobile home
- there is not exterior display, no exterior storage of materials, and no other exterior indication of the home occupation or variation of the residential character of the principal or accessory building
- in the opinion of the Council, is not offensive or obnoxious or creates a nuisance
- does not cause the generation of undue traffic and congestion in the neighbourhood

Upon approval of the home occupation permit application, a permit is issued at the permit fee of \$ 100.00. This permit is in lieu of a local business licence and is valid only at the location and business for which it was originally issued and is not transferable.

# BROKENHEAD RIVER PLANNING DISTRICT

P.O. Box 1330

Beausejour, Manitoba R0E 0C0

*(located in the RM of Brokenhead  
Municipal Office Building*

*Junction of PR 302 and PTH # 44)*

e-mail: [admin@brpd.ca](mailto:admin@brpd.ca)

website: <http://ourhomeyourhome.ca>

tel: 204-268-6705 fax: 204-268-1504

Office hours are 8:30 am to 4:30 pm  
Monday thru Friday.

## MURRAY CUTMORE

Development Officer/Building Inspector

[mcutmore@brpd.ca](mailto:mcutmore@brpd.ca)

**Building permits** are obtained from our office for all construction within the boundaries of

- Town of Beausejour
- Rural Municipality of Brokenhead

Permits are issued under the current effective Zoning By-laws governing properties in each respective municipality and must be obtained prior to commencement of construction. Please allow a maximum of 15 working days to process your permit application.

**Zoning Memorandums** for property located in the above noted municipalities are also issued through this office. A current building location certificate must accompany the required \$ 50.00 fee.

## **IS A BUILDING and PLUMBING PERMIT REQUIRED?**

Yes. These permits must be obtained by applying at our office.

## **WHAT DOCUMENTATION IS REQUIRED TO APPLY FOR A BUILDING PERMIT?**

- 1) complete legal description of the property along with tax roll account number
- 2) two complete sets of blueprints of the proposed construction with a professional engineer's stamp on the foundation plan
- 3) a site plan showing proposed setbacks of the new construction from property lines and all existing structures on the site
- 4) Drainage Plan

## **LOT GRADING:**

Lot grading is required for new construction. Lot grade permit application fee is \$ 100.00 in the Town of Beausejour and a refundable \$5,000.00 lot grade deposit is also required. Cheques payable to the Planning District. For properties within the RM of Brokenhead, please contact the R.M. of Brokenhead Office directly for lot grade requirements

## **BUILDING DAMAGE DEPOSIT:**

For new construction within the Town of Beausejour on property fronting onto streets that have been reconstructed under the street paving program, a \$ 1,000.00 damage deposit is required to be posted with the Town of Beausejour prior to obtaining a building permit. When the construction process and lot grading have been completed, the full damage deposit would be returned, less any funds used to repair damages to the sidewalk, boulevard, curb and street.

## **PRESERVED WOOD FOUNDATIONS:**

Engineer must provide written 'Assurance of Professional Design and Commitment for Inspection' regarding the architectural and structural integrity of the foundation.

## **VENTILATION SYSTEM:**

Certification of the ventilation system is required prior to occupancy of the dwelling.

## **THE FOLLOWING INSPECTIONS ARE PROVIDED:**

- footing forms must be inspected before cementing begins
- foundation walls must be inspected before cementing begins
- outside drain tile must be inspected before backfilling
- foundation wall waterproofing must be inspected before backfilling
- framing must be inspected before interior covering is placed
- a plumbing permit must be obtained and plumbing must be tested before interior covering is placed
- insulation must be inspected before interior covering is placed
- inside drain tile must be inspected before basement floor is cemented  
Please allow 48 hours notice where possible  
For inspection please call --204-268-6705

## **PERMIT FEES:**

Dwelling constructed on site	@ \$ 0.40 sq .ft.
Mobile Home	@ \$ 0.35 sq. ft.
Residential Garage	@ \$ 0.25 sq. ft.
Commercial construction	@ \$ 0.40 sq. ft.
Deck permits	@ \$ 100.00
Development Permit	@ \$ 150.00
Home Occupation Permit	@ \$ 100.00
Pools (above and in ground)	@ \$ 100.00
Fencing	@ \$ 40.00
Demolition Permit	@ \$ 40.00
Canvas Structure	@ \$ 0.10 sq ft

## **IS A PERMIT REQUIRED FOR ACCESS TO THE PROPERTY?**

If your property is located in the R.M. of Brokenhead you are required to complete an application for access and culvert installation. Permits applications are available at the RM Office. 204-268-6700

If your site is on a Provincial Road or Highway, an access permit must be obtained from the Department of Highways. These application forms are also available at the RM Office.

For more information contact The Highway Traffic Board at 204-945-8912.

## **IS A PERMIT REQUIRED FOR A WELL AND SEPTIC FIELD?**

Yes. This can be obtained from the Environment Control Office, Lac du Bonnet - 204-345-1488

## **IS AN ELECTRICAL PERMIT REQUIRED?**

Yes, a permit must be obtained from Manitoba Hydro. For more information call 1-888-624-9376.

