

What the R.M. does for you:

The R.M. will review your lot grade plans, visit the building site and complete the land survey to determine what your lot grade elevation be, and whether swales are required or not.

Next, the R.M. will complete your Lot Grade Permit and submit it to RRPD. As soon as RRPD accepts the Lot Grade Permit, they can continue with the building permit process.

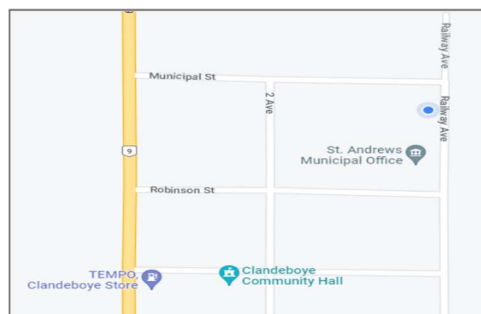
Once the civic address sign is made and the private approach is built, the R.M. will install the signpost and sign beside your driveway at no extra cost.

Once the building(s) is built, the roof downspouts and splash pads (or approved equals) are installed and landscape grading is complete, please contact the R.M. to schedule a final inspection for your lot.

The R.M. will then visit your lot for a final inspection. Once verified that the lot grading requirements have been completed in accordance with Lot Grade By-Law No. 4385, your deposit will be refunded.

Your deposit may not be refunded if there is damage to Municipal property, lot grading is not completed, roof downspouts are not installed, and other considerations as set forth in the Lot Grade By-Law No. 4385. The R.M. will inform you and require you to resolve the problems before the deposit is refunded.

NOTE: Please be familiar with the "RESPONSIBILITY OF PROPERTY OWNERS" Section of the lot grade By-Law NO. 4385 (Section 7.00) as you, the owner, will be responsible for maintenance of your lot grade, control of storm water, maintenance of roof down spouts, sump pump discharge, splash pads (or approved equals) and maintenance of swales.



Municipality of St. Andrews

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www.rmofstandrews.com

to book your inspection:

<https://www.rmofstandrews.com/p/service-requests>

Rural Municipality of St. Andrews



Lot Grade Brochure

What is a Lot Grade Permit?

A lot grade permit regulates the grading and elevations to which structures must be built to prevent moisture damage to the foundation from grade run-off. The R.M. will also determine if swales are required.

In the Municipality of St. Andrews, a Lot Grade Permit is required for:

- ❖ Residential Dwellings
- ❖ Mobile Homes
- ❖ Commercial & Industrial Buildings

How do I apply for a Lot Grade Permit?

The first step is to contact The Red River Planning District (formally known as The Selkirk and District Planning Area) for a building permit application.

The Red River Planning District (RRPD)

2978 Birds Hill Rd

East St. Paul, Manitoba, R2E 1J5

Phone : (204) 669-8880

Email: info@rrpd.ca

Website: www.redriverplanning.com

Building application are located here:

http://www.redriverplanning.com/residential_permits

After contacting RRPD, the next step is to visit the R.M. office for a Lot Grade Permit Application, and a Civic Address Sign. If the lot you are planning to build on does not have an existing approach, you will need to obtain a Private Approach Permit from our office as well.

The RM will process your information, complete your lot grade inspection, and submit the completed permit to RRPD so they can proceed with your building permit.

What you will need to bring to the RM office:

1. **Site Plan:** A site plan will show the location for the proposed building(s), must include locations from at least two perpendicular property lines, location of driveway and any existing structures in relation to the proposed building(s). This information is needed to set your lot grade and ensure water will drain away from the building.
2. **Building Cross Section:** A plan showing a section view of the proposed building(s) foundation, basement windows (if applicable) and main floor. This information is needed to assist in setting your lot grade.

Lot Grade Fees:

1. **Permit Fee:** A lot grade fee of \$500 is charged for the lot grade survey, installing the lot grade stake, lot grade administration and on-site visits. If the property is in the LRRDFA, this fee is waived, and the province will set the grade at no cost.
2. **Damage Deposit:** A deposit of \$2500.00 for residential/agriculture and \$10,000.00 for commercial/industrial. This fee will be refunded after the proposed dwelling/structure is built, landscaping is completed, and the lot grade final inspection is done and approved without damages.

Civic Address Signage Fee:

A payment of \$40 is required for the purchase of the civic address sign plate and signpost.



Lower Red River Designated Flood Area:

A portion of the RM of St. Andrews lies within the Lower Red River Designated Flood Area (LRRDFA). This area is prone to flooding by the Red River and is determined by the Manitoba Government.

The construction of any permanent structures within the Lower Red River Designated Flood Area requires a designated flood area permit from Manitoba Transportation & Infrastructure. This permit will set out minimum elevations for the main floor of the structure, elevation of fill at building line, and minimum elevation of piles/footings (if applicable). There is no fee for this permit. For more information contact MITWaterReview@gov.mb.ca