

What the R.M. does for you

The R.M. will review your lot grade plans, visit the building site and complete a land survey to determine what your lot grade will need to be, determine if swales are required and install a lot grade stake with the required lot grade elevation.

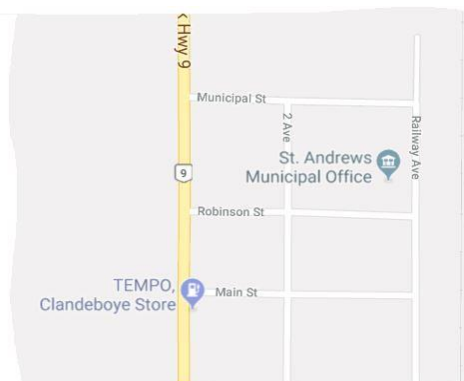
Next the R.M. will complete your Lot Grade Permit and submit it to the RRPD "Red River Planning District". As soon as the RRPD accepts the Lot Grade Permit, they will provide you with a building permit.

Once the civic address sign is made and the private approach is built, the R.M. will install the sign post 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 the 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 the Lot Grade By-Law No. 4255, your deposit will be refunded.

Your deposit may not be refunded if there is damage to Municipal property, lot grading is not complete, roof downspouts are not installed, and so forth. 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. 4255 (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

500 Railway Avenue, P.O. Box 130
Clandeboye, Manitoba. ROC OPO

Phone: 204.738-2264

Toll free: 1.866.738.2264

Fax: 204.738.2500 **to book your inspection:**
204.738.2076

office@rmofstandrews.com www.rmofstandrews.com

Rural Municipality of St. Andrews



Lot Grade

What is a Lot Grade?

A lot grade permit determines the required minimum elevation to which structures must be built to prevent moisture damage to the foundation from grade run-off. The RM will also determine if swales are required.

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

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

How do I apply for a Lot Grade?

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)

806-A Manitoba Ave

Selkirk, Manitoba R1A 2H4

Phone: (204) 482-3717

Email: info@rrpd.ca

Website: www.selkirkplanning.com

Building applications are located here:

http://www.redriverplanning.com/residential_permits

After contacting the RRPD, the next step is to visit the RM office for a Lot Grade Application, Civic Address Sign and Private Approach Permit (if needed). If the lot you are planning to build on does not have an existing approach you will need to get a permit to install an approach.

The RM will process your information, complete your lot grade permit and submit it to the “RRPD” Red River Planning District so they provide you with a building permit.

Please note that all residents are required by By-law #4219 to pay for their civic address sign. The fee is approximately \$40.

What you will need to bring to the RM Office

A site plan showing the location of the proposed building(s), must include locations from at least two perpendicular property lines, location of driveway and location of 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 house.

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 Permit Fee and Deposit

A payment of \$2500 is required for residential lots. The fee is comprised of:

- A deposit of \$2000 which may be refunded after the proposed dwelling/structure is built, landscaping is completed and the lot grade final inspection is done and approved without damages.
- 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.

Civic Address Signage Fee

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



“LLRDFA” Lower Red River Designated Flood Area

Lower Red River Designated Flood Area

A portion of the RM of St. Andrews lies within the Lower Red River Designated Flood Area (LLRDFA). This area is prone to flooding by the Red River, and is administered 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 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