

Development Permit Application Form Residential and Commercial

Date: _____

A development permit lets you start work on a property, if you are building something new or changing an existing structure. This can include grading the land, digging, or installing services. A permit also makes sure your structure is in the right spot.

Location of work:

Street number:	Street name:	Unit number:
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Contact information: (complete all that apply)

Property owner	
Name:	Mailing address: (if different from above)
Email address:	Phone number:
Applicant	
Name:	Mailing address: (if different from above)
Email address:	Phone number:
Owner delegate	
Name:	Mailing address: (if different from above)
Email address:	Phone number:
Tenant information (commercial)	
Name:	Mailing address: (if different from above)
Email address:	Phone number:
Contractor	
Company name:	Contact person:
Email address:	Phone number:
Mailing address:	
Civil Engineer	
Company name:	Contact person:
Email address:	Phone number:
Mailing address:	

Geotechnical Engineer	
Company name:	Contact person:
Email address:	Phone number:
Mailing address:	
Mechanical Engineer	
Company name:	Contact person:
Email address:	Phone number:
Mailing address:	
Manitoba Land Surveyor	
Company name:	Contact person:
Email address:	Phone number:
Mailing address:	
Architect	
Company name:	Contact person:
Email address:	Phone number:
Mailing address:	
Landscape Architect	
Company name:	Contact person:
Email address:	Phone number:
Mailing address:	

Project type:

<input type="checkbox"/> Commercial	<input type="checkbox"/> Multi-unit residential	<input type="checkbox"/> Single-family or two-family residential
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Description of work: Detailed description of work, including all development proposed on the land (e.g. description of floor areas, uses being established, building type, etc.).

Required documentation: Application checklist must be submitted with this application. Refer to the applicable checklist at winnipeg.ca/developmentpermits

- Residential single/two-family development permit application checklist and required documentation
- Commercial and multi-unit residential development permit application checklist and required documentation

How to apply:

Permits Online (recommended option):
Apply online at winnipeg.ca/permitsonline.

By email:
You can submit digital copies of your application documents to ppd-zoningapplications@winnipeg.ca.

By mail, courier or drop off:
If you're unable to email your application, you can mail, courier or drop off your application package to Zoning and Permits (Unit 31 – 30 Fort Street, Winnipeg, MB, R3C 4X7). Free customer parking is located in the surface parking lot off Assiniboine Avenue at Garry Street and designated customer parking stalls are available. Please register your vehicle license number with the front desk clerk at the Zoning and Permits office.

Digital submission requirements: (select all that apply)

To submit your application via email, provide a separate PDF file, named as indicated, for each of the following groups of documents that are applicable to your application:

<input type="checkbox"/> PDF 1	Application Form (Owner Statement/Letter of Authorization, Application Checklist, Development Design Summary, Letter of Intent)
<input type="checkbox"/> PDF 2	Status of Title (dated within 3 months of the application date along with City of Winnipeg Interests (e.g. caveats)
<input type="checkbox"/> PDF 3	Site and Landscape Plans
<input type="checkbox"/> PDF 4	Site or Building Key Plan
<input type="checkbox"/> PDF 5	Building Location Certificate
<input type="checkbox"/> PDF 6	Civil Drawings (lot grading plan, site servicing plan)
<input type="checkbox"/> PDF 7	Building Plans (elevations, floor plans)
<input type="checkbox"/> PDF 8	Geodetic Survey (and grading design for flood protection)

If you have any questions, call Permits Direct Line at **204-986-5140** or email ppd-zoningapplications@winnipeg.ca to connect with a Zoning Development Officer.

We are collecting your personal information to manage and administer your application. *The Freedom of Information and Protection of Privacy Act (FIPPA)* section 36(1)(b) allows us to collect it for this purpose, while FIPPA section 44(1)(a) allows us to disclose it. FIPPA gives you privacy rights, and we do not use or share your personal information for any other purpose unless it is authorized by law or with your consent. Contact the City of Winnipeg Corporate Access and Privacy Officer at FIPPA@winnipeg.ca or dial 311 if you have questions about this collection of your personal information.