

Site Plan Permit Application

Section 1: Lotholder Information

Lotholder Name: _____

Business Name (if applicable): _____

Mailing Address: _____

Phone No. _____ Email Address: _____

Section 2: Property Information

- Cottage Commercial

Lot _____ Block _____ Plan _____ Subdivision/Lake _____

- Lease / Permit No.: _____
 Private Land – SFEE No.: _____

Section 3: Agent Authorization

Section to be completed if the Lotholder chooses to have an individual or business act on his/her behalf to obtain a Site Plan Permit.

Name & Business: _____

Phone No. _____ Email Address: _____

I hereby authorize the above noted authorized agent to act on our behalf to obtain the necessary permits for development.

Signature of **Lotholder**

Date

Section 4: Payment Options

Application Fee: \$52.50 (incl. GST)

- Cheque included with application (Payable to the Minister of Finance)
 Payment via credit card – staff to contact

For Departmental Use Only

- Cheque
 Visa
 Mastercard
 Other: _____

For Cashier Use Only:

Rev Code 1-15-4

SPP Payment Processed Date: _____ Initials: _____

Rev 01/2024

Section 5: Proposed Development

If you are proposing to construct multiple projects, please ensure that each project is identified as a separate line item (i.e., a proposed cottage separate from an open deck, from a garage, a dock etc...).

Description	Square Footage
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____

Section 6: Approval Documents

Manitoba Parks will issue all approval documents via email to the lot holder, unless otherwise indicated below.

- I would like to receive the approval documents via mail
- I would like the *Authorized Agent* to receive an electronic copy of the approval documents

Section 7: Declaration

I hereby certify that the information included within this development application is accurate, complete and complies with all applicable provincial regulations and guidelines.

Lot holder / Authorized Agent Signature

Date

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District Inspection Conducted:

- Public Reserve Development
- Grand Beach Development
- District Email Received

Site Plan Permit No.:

Crown Land Permit No.:

_____ N/A

Section 8: Plot Plan

- Indicate the dimensions of your lot, the location and dimensions of all existing development, proposed structures, any open decking on your lot.
- Indicate any development located on the public reserve area fronting lakefront lots.
- Identify the location of your holding tank.

It is always recommended that a Surveyors Sketch or Building Location and Survey Certificate be obtained.

