

## Application Checklist

Before submitting your application, please confirm you have the following items:

- Owner's name
- Mailing address/contact information
- Legal description of the property
- Civic address
- Site plan
- Three (3) sets of construction drawings
- Engineer's stamp (if required)
- Lot Grade Plan (if applicable)
- Status of Title

## Do I require any other permits or approvals?

- Developer's approval may be required dependent on the area of construction.
- Department of Infrastructure and Transportation approval is required if building within 125 feet of any Provincial Highway right-of-way.
- A Geotechnical Report will be required when construction occurs within 350 feet of the Red River.
- Other permits or approvals may be required. Please discuss your proposal with Planning staff for more information.

### Don't forget to call before you dig:



Manitoba Hydro 1-888-624-9376  
MTS (204) 941-7267  
SHAW 1-866-344-7429

Web: [www.callb4udig.mb.ca](http://www.callb4udig.mb.ca)

Planning Department  
Office Hours  
Monday to Friday  
8:30am to 5:00pm



RM of East St. Paul  
Unit 1 - 3021 Birds Hill Road  
East St. Paul, Manitoba  
R2E 1A7

Ph. (204)663-0618  
Fax (204)668-1987

Email:

[planning.department@eaststpaul.com](mailto:planning.department@eaststpaul.com)

Web:

[www.eaststpaul.com](http://www.eaststpaul.com)

This pamphlet provides general guidance only. For definitive requirements and procedures, please consult The Planning Act, the East St. Paul Development Plan, the East St. Paul Zoning By-Law or the Manitoba Department of Local Government.

Please consult the RM of East St. Paul Planning Department for further information or to make an application.

# Accessory Buildings



Rural Municipality of  
**EAST ST. PAUL**  
Planning Department

## Is a Building Permit required for an accessory structure?

**YES. A Building Permit must be obtained for any structure over 107.64 sq. ft. (10.0 sq.m.), prior to any work being commenced. You can apply for a permit at the municipal office (Unit 1 - 3021 Birds Hill Road).**

**A permit is not required for an accessory structure that is less than 107.64 sq.ft. (10.0 sq.m.) in area and less than one storey (15.00 ft.) in height. However, all accessory buildings must adhere to the setback regulations for the zone.**

## What documentation is required to apply for a Building Permit?

- A completed application form;
- A site plan showing proposed setbacks from property lines for new and all existing structures on the site, as well as the setback between the proposed structure and the closest existing structure;
- 3 sets of construction drawings; and
- Status of title.

Depending on the size of the structure and type of foundation, you may require an engineer's stamp on your drawings. Please contact the Municipal Inspector at 663-0618 for additional information.

Please note that residents of some developments require the developer's approval before applying for a permit.

## Do I need a Building Permit if I'm only pouring a garage slab?

Yes. Obtaining a permit will ensure that all zoning requirements and building by-law regulations applicable to accessory buildings will be followed, and potentially prevent costly modifications or the need for variation orders should requirements not be met.

## Can I convert my garage into a guest house?

As per municipal zoning regulations, no accessory building or structure shall be used as a dwelling.

## Where can I build on my property?

The placement of principal structures and additions to principal structures is determined by the relevant zoning regulations and existing structures.

Zoning requirements, including those for minimum yard setbacks and height, must be met.

Where the accessory building is detached from the main building, it cannot be located closer to a public roadway than the front wall of the main building.

Where an accessory building is detached from the main building, it cannot be located closer than 9.84 ft (3.00 m) to the main building.

No accessory building or structure can be located within a dedicated easement or right-of-way.

Where any building or structure on a site is attached to the main building on the site by a roof, an open or enclosed structure above grade, a floor or a foundation which is above grade, or any structure below grade allowing access between the buildings such as a parking garage or a corridor or passageway connecting the buildings, it is a part of the main building and is not an accessory building. Yard restrictions for the principal building must be met.

## Are there size limits for structures?

The allowable size of a detached structure is determined by both the relevant zoning regulations and the existing structures on the property.

Most zoning districts have a maximum site coverage, which means that the combined area of all buildings or structures on a lot cannot exceed a percentage of the total site area.

Notwithstanding specific zone requirements for height, the maximum height of an accessory structure on a site which abuts a site in a residential district cannot be greater than the height of principal buildings permitted in the abutting residential district.

Also note that the maximum door height for any garage (either attached or free standing) is 10 feet (3.05 m).

## Examples of size restrictions:

Zone	Max. Building Area	Max. Building Height	Max. Site Coverage
R1-17	800 sq.ft. (detached)	16 ft (4.88 m)	n/a
RR-5	2200 sq.ft. (204 sq.m.)	20 ft (6.10 m)	10%
RR-2	800 sq.ft. (74 sq.m.)	15 ft (4.57 m)	10%
RR-1	800 sq.ft. (74 sq.mm)	15 ft (4.57 m)	20%

## Can I put up a canvas carport for the winter?

Fabric accessory buildings are only permitted within residential areas on a temporary basis, as per zoning regulations.

If you are thinking about putting up a temporary canvas or pole structure, please note that there are still certain requirements that you must meet.

Zoning requirements, including those for minimum yard setbacks and height, must be met. For instance, if you live in an area that is zoned R1-17 (Single Detached Residential) or RR-2 (Rural Residential), your temporary structure must be a minimum of 10 feet from your rear and side property lines (15 feet for corner lots). The maximum height permitted in a R1-17 zone for an accessory structure is 16 feet.

Before you purchase or erect a temporary structure, please contact the RM of East St. Paul Planning Department at 663-0618 for the specific zoning regulations in your area and to ascertain whether or not a permit is required.

