

Frequently Asked Questions: Do you need a Development Permit?

Q: Do I need a Development Permit if I am only renovating my building?

A: No. You will only need a Development Permit if you are:

- 1. Increasing or decreasing the Gross Floor Area¹;*
- 2. Increasing or decreasing the number of dwelling units²; or,*
- 3. Making structural alterations.*

Q: I need to demolish my building; what permits do I need?

A: You will need a Demolition Permit. If you are a non-conforming building³ and you need to demolish more than seventy-five percent (75%) of the value of the building above its foundation, contact the Planning and Development Department immediately. This may impact what you can or cannot rebuild.

Q: What type of Development Permit do I need after I have demolished my building and am ready to rebuild?

A: Below are the links to the different documents that outline the process and required information for different permit types.

- If you are applying for Single Detached Dwelling or Manufactured Home look to the “Single Detached Dwelling and Manufactured Home Rebuild Package”.*
- If you are looking to rebuild a Multi-Family, Commercial, Institutional, or Industrial Building look to the “Multi-Family, Commercial, Institutional, or Industrial Building Rebuild Package”.*

Q: What type of Development Permit do I need if I want to relocate my business to a different location?

A: if you are temporary relocating due to flood impacts in your property a Change of Use Permit is not required. To start the process of moving to a temporary location you are required to check the zoning of the temporary location and schedule an inspection at the new location. Please contact the Planning and Development Department via email at current.planning@rmwb.ca or by phone at 780-799-8695.

You will need a First Use / Change of Use Development Permit if your business is permanently relocating to another location. An application form and checklist of the information you will need to provide can be found at Appendix E.

Q: My business is a non-conforming use⁴; am I able to resume my business after renovations are complete?

A: If your business will not resume within six months of ceasing operations, contact the Planning and Development Department immediately to discuss your situation.

¹ GROSS FLOOR AREA means the sum of the areas of all floors of a building measured to the outside surfaces of the exterior walls, or where buildings are separated by firewalls, to the centerline of the fire wall and includes all floors totally or partially above grade, and all floors totally below grade developed for commercial, industrial or institutional use, and includes all mechanical and electrical equipment areas.

² DWELLING UNIT means a complete building or self-contained portion of a building used by a household, containing sleeping, kitchen and sanitary facilities intended as a permanent residence and having an independent entrance either directly from the outside of the building or through a common area inside the building.

³ NON-CONFORMING BUILDING means a building:

- (a) that is lawfully constructed or lawfully under construction at the date a land use bylaw affecting the building or the land on which the building is situated becomes effective, and*
- (b) that on the date the land use bylaw becomes effective does not, or when constructed will not, comply with the land use bylaw.*

⁴ NON-CONFORMING USE means a lawful specific use:

- (c) (a) being made of land or a building or intended to be made of a building lawfully under construction at the date a land use bylaw affecting the land or building becomes effective; and*
- (d) (b) that on the date the land use bylaw becomes effective does not, or in the case of a building under construction will not, comply with this Bylaw. (Municipal Government Act, S.A. 1994, c. M - 26.1)*