

RURAL MUNICIPALITY OF WOLVERINE NO. 340

BUILDING & DEVELOPMENT APPLICATION PROCESS

Before you build: Development/zoning approval and building approval are separate. Applicants must obtain all required approvals before construction begins.

1. Confirm Property & Zoning

Provide the legal land description, civic address (if applicable), registered owner information and a description of the proposed development. The R.M. will confirm the applicable zoning district and requirements.

2. Submit Development Information / Site Plan

Provide a site plan showing the proposed use, existing and proposed buildings, property lines, setback dimensions, access/egress, parking or landscaping where applicable, and proposed municipal services and locations.

3. Zoning Review

The R.M. reviews the proposal for compliance with the Zoning Bylaw, including permitted/discretionary use, lot area, frontage, setbacks, site coverage and any other applicable district or general regulations.

4. Permitted or Discretionary Use

PERMITTED USE: may proceed through the normal approval process when all applicable requirements are met. DISCRETIONARY USE: requires the applicable public notice/referral process and consideration by Council before approval may be granted.

5. Building Permit Application

Where required, submit the R.M. Building Permit Application together with the plans and supporting documents needed for review. Information may include building dimensions, height, storeys, foundation/structural details, intended use, construction value and building area.

6. Approvals & Permit Issuance

Do not begin development or construction until all required development, discretionary-use (if applicable), building and other agency/provincial approvals have been obtained and the required permits have been issued.

7. Inspections & Completion

The owner/applicant is responsible for arranging required inspections and complying with the approved plans, permit conditions, applicable bylaws, Acts, regulations and building-code requirements.

Applicant Checklist	R.M. Review
☐ Legal land description / civic address	☐ Zoning district confirmed
☐ Description of proposed use	☐ Permitted / discretionary use confirmed
☐ Site plan with dimensions & setbacks	☐ Setbacks & site requirements reviewed
☐ Building plans / supporting documents	☐ Required approvals / permits issued

Important: A permit or approval from one authority does not remove the requirement to obtain any other approval that may apply. The applicant/owner remains responsible for compliance with all applicable municipal bylaws and provincial requirements.