



Carman Dufferin Grey Planning District	Policy # 1
Subject: Land Survey Policy	Resolution #: 24/39
Effective Date: May 8, 2024	Approved Date: May 8, 2024

PURPOSE: The purpose of this policy is to establish standardized requirements for land surveys within the Carman Dufferin Grey Planning District. Land surveys are essential for maintaining accurate property boundaries, ensuring proper land use planning, and facilitating development projects. Adhering to clear guidelines ensures consistency, accuracy, and fairness in land survey practices across the planning district. A survey prepared by a Manitoba Land Surveyor defines the property boundaries and can also properly locate buildings on the property. By obtaining a survey for the purpose of a permit or order you are ensuring all setback requirements outlined in the Carman Dufferin Grey Planning District Zoning By-law are met.

POLICY STATEMENT: This policy will serve as the foundation for the standard operating procedures for the requirement to provide a Survey or Building Location Certificate for the issuance of a building or development permit within the Carman Dufferin Grey Planning District.

SCOPE: The Carman Dufferin Grey Building By-law # 26-2024 or amendments, states the following:

4.1.1. Except as otherwise allowed by the **authority having jurisdiction**, every application for permit shall be in the form prescribed by the **authority having jurisdiction** and shall:

- (h) submit site plans that shall be referenced to an up-to-date survey as per the Carman Dufferin Grey Survey Policy and when required to prove compliance with the **Code**, a copy of the survey shall be submitted to the **authority having jurisdiction**. Site plans shall show when required by the **authority having jurisdiction**:
 - (i) by dimensions from property lines, the location of the proposed building;
 - (ii) the similarly dimensioned location of every other adjacent existing building on the property; and
 - (iii) existing and finished ground levels to an established datum at or adjacent to the site.

DEFINITIONS:

Building Location Certificate: is a legal document, prepared by a Manitoba Land Surveyor, which indicates the interpretation of the legal description with the title or

deed. The purpose of the Building Location Certificate is to show the location of all buildings and structures on the property and if there are any uses inconsistent with the title to the land report on it.

Staking Certificate: Is a legal document, prepared by a Manitoba Land Surveyor, which indicates the interpretation of the legal description within the tile or deed. The Purpose of the staking certificate is to place survey pins at all property corners and if there are any uses inconsistent with the title to the land report on it.

MLS: Manitoba Land Surveyor

Authority Having Jurisdiction means the Carman Dufferin Grey Planning District, where the context requires, such building inspector or other authority lawfully appointed by the Carman Dufferin Grey Planning District to administer and enforce the provisions of this Policy and any applicable By-laws.

Survey Pins: Property markers (pins) are metal pins placed at every corner of the property, including any angle or change of direction of the boundary line.

Requirements:

A building location certificate or staking certificate issued by an MLS is required prior to the issuance of a building, development or relocation permit for any structure placed on a permanent foundation.

Exceptions:

A Survey may not be required in the following circumstances:

- Any accessory structure on non permanent foundation.
- When the Authority having jurisdiction determines that setback distances have been met.
- When other wise deemed acceptable by motion of the Planning Board at a regularly scheduled Planning Board meeting.

Waiver of Survey Requirements:

Waiver of Survey Requirements (schedule "A") is required If a survey is not supplied as per the exceptions noted above.