



## Inland Port Special Planning Area (CentrePort)

### Developer's Handbook

CentrePort Canada lands within the RM of Rosser are part of a special planning area called the Inland Port Special Planning Area (IPSPA). This area follows rules from the Planning Act, which helps guide how land is used and developed in Manitoba. These lands are subject to a Development Plan and a Zoning Bylaw. They must conform to land use and development policies and requirements.

Contact the Inland Port Special Planning Area Unit at 204-945-2150 or by email at [inlandportspa@gov.mb.ca](mailto:inlandportspa@gov.mb.ca) if you have questions about a specific piece of land. The advice is free and could save you time and money.

## 1 Development Plan

The development plan outlines the long term vision and goals of the IPSPA. There are several designations within the industrial inland port, including:

- Service-Oriented Industrial
- Manufacturing and Logistics Industrial
- Rail-Serviced Industrial
- Open Space

There are also objectives and policies that affect general development matters, including:

- sustainability
- environmental protection
- transportation
- municipal services
- urban design
- landscaping

**Next Step:** Determine the designation of the property by looking at the IPSPA Regulation Development Plan Map. You may then refer to the policies for that particular designation.

To be approved, development must match the land use designation and must generally conform to the policies of the development plan. Changes to the designation of a land parcel would require amending the development plan. Contact the Inland Port Special Planning Area Unit at 204-945-2150 to discuss your proposal.

## 2 Zoning

The zoning bylaw regulates the use of land and the use and location of buildings and structures within the inland port. There are several zones within the IPSPA including:

- industrial centre (I1)
- industrial general (I2)
- industrial heavy (I3)
- open space
- Inland Port Rural Zone (IPR)

Lands zoned CentrePort Rural Zone is intended to preserve and protect lands for future industrial and commercial uses. These lands must be rezoned to an appropriate zone once a development is proposed. The zoning bylaw also contains requirements for:

- parking
- building setbacks
- landscaping
- signage
- roads
- sustainable development measures
- performance standards

**Next Step:** Determine the zoning of the property by looking at the IPSPA Regulation Zoning By-law Map. You may then refer to the land uses permitted and the requirements for that particular zone. You may also look at the Use Table to determine which use best fits with your proposal. That will help determine the zoning that would be required before the development could proceed.

### Do I require re-zoning?

If the property is currently zoned CentrePort Rural Zone, or if what you are proposing to develop is not permitted within the existing zone, then a rezoning is required.

**Next Step:** Request to have your property rezoned by making an application to the Inland Port Special Planning Area Unit

Your proposal will be reviewed to make sure it follows the development plan and zoning by-law. Then, a public hearing will be held by the Inland Port Special Planning Authority. The authority will make recommendations to the minister to approve your proposal, approve with conditions, or reject the proposal.

### **Variance orders**

Sometimes, it is hard or not possible to follow all the zoning rules because of special conditions unique to a specific parcel of land. In these cases, a property owner can apply to the Inland Port Special Planning Area Unit for a variance order. A variance is a special permission to provide relief from the zoning requirements on things like minimum yards, parking or building frontage requirements.

**Next Step:** *Request a variance by making an application to the Inland Port Special Planning Area Unit. The office will review the application and approve or reject it, with or without conditions.*

If a variance application is rejected by the Inland Port Special Planning Area Unit, the applicant may appeal the decision to the Inland Port Special Planning Authority. A public hearing will be held, and the Inland Port Special Planning Authority will make a final decision on the variance.

**Note:** neighbouring property owners are notified of a variance approval and are advised that they may appeal the variance decision to the Inland Port Special Planning Authority. If there is an appeal on a variance order decision, the authority will hold a public hearing and decide if the variance application should proceed, with or without conditions, or be rejected. An Inland Port Special Planning Authority decision on a variance appeal is final.

### **3 Secure your Subdivision Approval**

Subdivision means the division of land. A subdivision occurs when a piece of land is split into two or more parts, property boundaries are rearranged, or a lease, mortgage or other instrument is registered to subdivide the parcel.

The owner of land, or a person authorized in writing by the owner, may apply to the Inland Port Special Planning Area Unit for a subdivision. The land proposed for subdivision must conform with the development plan and zoning bylaw.

**Next Step:** *Request a subdivision by making an application to the Inland Port Special Planning Area Unit.*

**Note:** It is normal throughout the development process to incur costs other than application or lot fees.

These may include fees for:

- surveying
- legal services
- engineering
- land title registration
- capital lot levies
- other costs associated with completing conditions

Such additional costs can be substantial and should be understood by developers.

#### 4 Negotiate your Development Agreement

The RM of Rosser is responsible for IPSPA development agreements.

The development agreement is used to define municipal requirements with respect to construction or maintenance of works including:

- sewer and water
- waste removal
- land drainage
- public roads
- connections to existing services

A development agreement may also address requirements regarding uses of land and existing or proposed buildings. The Inland Port Special Planning Authority may also have requirements that will be reflected in development agreements.

##### **Capital Lot Levies**

The RM of Rosser's By-law 8-22 provides the municipality the ability to add capital lot levies, in addition to other municipal requirements, on planning applications within IPSPA. Furthermore, By-law 13-23 establishes fees and charges payable to the municipality for services provided by the municipality. The requirements of the bylaw will be applied to development during approval of a zoning amendment, or subdivision. Fixed fees include:

- administration fees
- dedication fees
- legal fees
- consulting fees
- engineering fees
- advertising costs

Per acre fees include:

- fire, water and sewer infrastructure
- development studies
- parks and walkways
- transit infrastructure
- municipal roads infrastructure

Developers should be aware of this bylaw and its potential costs.

**Next Step:** Contact the RM of Rosser at [info@rmofrosser.com](mailto:info@rmofrosser.com) or 204-467-5711 to discuss your development agreement.

#### 5 Apply for your Development/Building Permits

This is typically the last step in the development process. Development permits are required for:

- erection, construction or placement of any building or structure
- addition, extension, structural alteration or conversion of any building or structure
- relocation, removal or demolition of any building or structure
- use of vacant land, buildings or structures
- change of use for lands, buildings or structures

**Next Step:** Access to development permit information may be obtained from:

South Interlake Planning District,  
Unit 5-15 Davis Way CentrePort, MB R4B 0A3  
Phone: 204-467-5587 or email: [info@sipd.ca](mailto:info@sipd.ca)