



**Town of Altona  
Industrial Park  
Sales & Standards Policy**

## **POLICY STATEMENT**

The Town of Altona strives to foster economic and employment growth and wishes to establish a policy which will encourage commercial and industrial investment in our community.

## **PURPOSE**

The purpose of the Altona Industrial Park Sales & Standards Policy is to establish a framework which purchasers of lots in the development can plan and implement designs and establish criteria for development.

## **SCOPE**

This policy applies to all lots within the industrial park development north of 14<sup>th</sup> Avenue NW.

## **POLICY**

- 1) **Time restriction:** The purchaser's principal building from which it intends to carry on its business must be under construction and substantially complete on the property within a period of two (2) years following the date of closing. If, on the expiry of such period, the purchaser has not substantially completed construction, the Town will have the option to re-purchase the property at the original purchase price.
- 2) **Buy back option:** If at any time the purchaser determines that it no longer intends to develop the property and the purchaser wishes to resell it, the Town of Altona retains the right to buy back the lot at the original purchase price.
- 3) **Offer to purchase:** When submitting an offer to purchase to the Town's realtor, the purchaser must submit a description of the intended use of the property and provide timelines for construction of the principal building on the property. The intended use must be in compliance with the Industrial General Zone regulations within the Town of Altona's Zoning By-law No. 1792/2021 (see page 50 and 51). The purchaser is encouraged to submit building and site plans along with elevations or renderings for review and consideration by Town Administration.

- 4) **Permits:** The purchaser must apply for and obtain all applicable development and building permits through the RPGA Planning District office or the MSTW Planning District office, whichever applies depending on the building size. All building permit applications will require the following:
- Survey certificate (if requested)
  - Detailed site plan
  - Lot grading plan
  - Landscape plan
  - Building floor plan
  - Building elevation drawings
  - Foundation plan
  - Cross sections
  - Exterior window & door schedule
  - Lintel schedule
  - Building envelope calculation for effective insulation values
  - General framer & concrete contractor contact information

Permits are also required from the Minister of Infrastructure to construct, modify, relocate a structure or sign, or to change or intensify the use of an existing structure within the control area which is 125 feet from the edge of the Provincial Trunk Highway 30 (PTH 30) right-of-way. This regulation applies only to the most easterly 65 feet of industrial park lot 71, and lots 84 through 91.

More information about these permits can be found online at <https://www.gov.mb.ca/mti/hpd/permits.html>.

Application forms can be submitted online at <https://forms.gov.mb.ca/highway-permits-application/index.html>, in person at any Manitoba Infrastructure regional office, by mail, or in person by appointment only to Manitoba Infrastructure's Highway Design Branch in Winnipeg.

- 5) **Development standards:** The purchaser must comply with all of the General Regulations (Part 4) within the Town of Altona's Zoning By-law No. 1792/2021.

- 6) **Purchaser responsibilities:** The purchaser will be responsible for any costs associated with developing the property including:
- Driveways (variation required for width greater than 35 feet)
  - Culverts (standard of 18" in diameter and subject to Public Works approval)
  - Final grading including fill (lots are sold at 12" below finished grade)
  - Geotechnical investigations and reports
- 7) **Seller responsibilities:** The Town has had each lot staked and surveyed and will provide the purchaser with a copy of the survey certificate.

## **COMPLIANCE**

Any prospective purchasers who wish to propose variations to the above policy may do so with the Town of Altona's realtor. Policy variations will be considered by Town of Altona Administration in consultation with the Business Growth Committee for approval or for referral to Town Council for a final decision.

Variations to the Town of Altona's Zoning By-law No. 1792/2021 must follow the legislated process and will be coordinated through the RPGA Planning District office.