Alternative Equivalent Compliance (AEC) Application Form

“Alternative Equivalent Compliance (AEC)” is an application to approve a landscape, fencing/screening, lighting and/or design standard alternative to the Zoning By-law’s standards and requires approval from the Area/District Planner. As per Section 212 of Zoning By-law No. 200/2006:

In lieu of compliance with the specific requirements of sections 188 through 193, Landscaping and Buffering, sections 194 through 198, Fencing and Screening, sections 199 through 204, Lighting and sections 205 through 211, Design Standards, above, an owner may propose to the Director an alternative equivalent approach to compliance consistent with the intent of those sections. An alternative equivalent compliance plan is designed to provide flexibility in order to respond to unique site conditions or abutting or surrounding uses, and must not result in reductions in the amount or quality of landscaping, buffering, fencing, screening, lighting, or design provided. The Director may approve a proposal under this section only if the Director determines that the following criteria have been met:

1. The proposed alternative design achieves the intent of the subject standard to the same or better degree than the subject standard;
2. The proposed alternative design achieves the goals and objectives of OurWinnipeg, relevant secondary plans, and this By-law to the same or better degree than the subject standard;
3. The proposed alternative design results in benefits to the community that are equivalent to or better than compliance with the subject design standard; and
4. The proposed alternative design imposes no greater impacts on adjacent properties than would occur through compliance with the specific requirements of sections 188 through 211.

HOW TO REACH US:

<table>
<thead>
<tr>
<th>Address: Zoning and Permits Office Unit 31-30 Fort St. Winnipeg, MB R3C 4X7</th>
<th>Hours of Operation: Tuesday to Friday 8:30 am to 4:30 pm. Please note the Zoning and Permits Office is not open to the public on Mondays. However, staff will be available to receive telephone and email inquiries and completed applications may be dropped-off in person.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone: 204-986-5140, press option 4</td>
<td></td>
</tr>
<tr>
<td>Email: <a href="mailto:ppd-zdo@winnipeg.ca">ppd-zdo@winnipeg.ca</a></td>
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</tbody>
</table>

HOW TO APPLY:

By appointment (recommended option):
We recommend that you arrange an appointment with a Zoning Development Officer who will be available to accept the application or answer any inquiries. To arrange a meeting, please phone the Appointment Desk at 204-986-5140 and press option 1 or email ppd-permitappointments@winnipeg.ca.

By mail, courier or drop off:
You can mail, courier or drop off your application package to the Zoning and Permits Office (Unit 31 – 30 Fort Street, Winnipeg, MB, R3C 4X7). Free customer parking is located in the surface parking lot off Assiniboine Avenue at Garry Street and designated customer parking stalls are available. Please register your vehicle license number with the Front Desk clerk at the Zoning and Permits Office.
By email:
You can submit digital copies of your application documents to ppd-zdo@winnipeg.ca. However, please note that the Zoning Development Officer will eventually request hard copies to be submitted in order to process the application.

Before you submit your application, please ensure that you contact the Area/District Planner to confirm whether they will support your proposal. Please view the Planning Assignments map to determine the Planner for your area.

FEES:

| ALTERNATIVE EQUIVALENT COMPLIANCE (AEC) FEE | $ 274.00  
|                                            | + 13.70 GST  
|                                            | $ 287.70  

ALL FEES ARE SUBJECT TO CHANGE

Payments can be made in-person, by mail or by calling Permits Direct Line at 204-986-5140, selecting option 7 and then 1 to speak to the cashier. Please note that the individual invoices of more than $10,000 must be paid by cheque or bank draft, which can be made payable to the “City of Winnipeg”.

The application fees must be paid up front before the application can be circulated to the other City departments for review. Please refer to document checklists under “Application Submission Requirements” to ensure that you have supplied the required documentation and plans in order to avoid delays in processing.
Application Submission Requirements

ADDRESS INFORMATION:

<table>
<thead>
<tr>
<th>Project Address</th>
<th>Street No.</th>
<th>Street Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legal Description</td>
<td>Lot No.:</td>
<td>Block No.:</td>
</tr>
</tbody>
</table>

APPLICANT INFORMATION:

<table>
<thead>
<tr>
<th>Applicant Info</th>
<th>Applicant Name: (print)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mailing Address</td>
<td>City &amp; Province:</td>
</tr>
<tr>
<td>Daytime Phone No.:</td>
<td>Email Address:</td>
</tr>
</tbody>
</table>

NOTES ABOUT THE CHECKLISTS OF ITEMS:

- Items indicated as "may be required" are items that may be requested by the City of Winnipeg as part of the review of the development application. These items may be requested at the time the application is submitted or after the application has been circulated to the other City departments.
- Items indicated as "if applicable" are items that will be required of the applicant if it applies to the context of the proposed development application.
- Please organize your submission by ensuring that each set contains one copy of each required document. The required documents should be separated into individual sets, with the first set containing one copy of the status of title, letters and plans, the second set containing one copy of the status of title, letters and plans, and so on.
# CHECKLIST OF REQUIRED ITEMS

<table>
<thead>
<tr>
<th># of Copies Required</th>
<th>Type of Document</th>
<th>Explanations &amp; Notes</th>
</tr>
</thead>
</table>
| **1**                | Letter of Intent (including project vision, use(s), project statistics, number of employees, hours of operation, etc.) | This letter should provide a Planning Rationale that addresses the following:  
(1) The proposed alternative design achieves the intent of the subject standard to the same or better degree than the subject standard;  
(2) The proposed alternative design achieves the goals and objectives of OurWinnipeg, relevant secondary plans, and this By-law to the same or better degree than the subject standard;  
(3) The proposed alternative design results in benefits to the community that are equivalent to or better than compliance with the subject design standard; and  
(4) The proposed alternative design imposes no greater impacts on adjacent properties than would occur through compliance with the specific requirements of sections 188 through 211.  
This letter may also need to include a Development Summary such as total gross land area, proposed area (in acres) of each land use category and zoning district, anticipated number of lots and units per land use category, proposed use of land and structures, etc. |
| 1                    | Site Plan  
Maximum size of 11”x 17” | Detailed, fully dimensioned, drawn to scale site plan including the following:  
- ☐ Project name  
- ☐ Municipal address  
- ☐ North arrow  
- ☐ Land parcel area (if applicable)  
- ☐ Pedestrian connections  
- ☐ Dimensioned setbacks  
- ☐ Existing and proposed structures (number, location and height - if applicable)  
- ☐ Boundary survey (total acreage, zoning, date, north arrow and vicinity map - if applicable)  
- ☐ Vehicular circulation (parking spaces, drive aisles, driveways, accessible parking, ingress / egress, loading etc.)  
- ☐ Screening or treatment of any natural features  
- ☐ Proposed buffers or landscaped yards  
- ☐ Mechanical equipment (if applicable)  
- ☐ Proposed use  
- ☐ Scale  
- ☐ Dimensioned property lines  
- ☐ Streets labeled  
- ☐ Exterior lighting (if applicable)  
- ☐ Floodway and flood fringe levels (if applicable)  
- ☐ Features adjacent to parcel (City streets, sidewalks, curb cuts, median breaks - if applicable)  
- ☐ Easements and utility rights of way (depth, width, location, type and registration number - if applicable)  
- ☐ Nearby transit stops (if applicable)  
- ☐ Garbage enclosures (if applicable)  
- ☐ Free standing and accessible parking signs (if applicable)  
- ☐ Bicycle parking (if applicable) |
### CHECKLIST OF REQUIRED ITEMS CONTINUED

<table>
<thead>
<tr>
<th># of Copies Required</th>
<th>Type of Document</th>
<th>Explanations &amp; Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Landscaping Plan Maximum size of 11” x 17”</td>
<td>Detailed, fully dimensioned, drawn to scale landscape plan including the following:</td>
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<tr>
<td></td>
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<td>☐ plant list (number, size and species) ☐ open space</td>
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<tr>
<td></td>
<td></td>
<td>☐ planting to be removed or kept (number, size and species) ☐ ground cover</td>
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<tr>
<td></td>
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<td>☐ new planting (number, location and species) ☐ screening</td>
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<tr>
<td></td>
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<td>☐ fencing</td>
</tr>
</tbody>
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### CHECKLIST OF MAY BE REQUIRED ITEMS

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<th>Explanations &amp; Notes</th>
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<tbody>
<tr>
<td>1</td>
<td>Arborist Report</td>
<td>Learn more about <a href="#">arborist report</a> requirements</td>
</tr>
<tr>
<td>1</td>
<td>Context Photos Maximum size of 11” x 17”</td>
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</tbody>
</table>