

# ANOTHER BUSY YEAR AT THE RED RIVER PLANNING DISTRICT

Summer at the Red River Planning District (RRPD) brings sunny days, warm weather and a dramatic increase in permit inspections!

## PROCESSING PERMITS IN RECORD TIME

Despite a minor reduction in total permits issued in 2022, the RRPD saw an increase in commercial (+7.27%), multi-family (+76%) and residential builds (+17%). As a result, that translated into a 22% increase in inspections, and the district's hardworking staff have been up to the challenge.

"Since the start of 2023, we've seen a 100 per cent increase in the number of inspections that our staff is doing, which is astounding," says Jennifer Ferguson, Executive Director of RRPD.

To help meet permit processing times, RRPD hired four additional staff members. Today, the staff continue to maintain a 24-hour turnaround time for inspection requests, and they are surpassing their goals for permit processing times of 20 business days for general permits and 10 business days for fast-track permits.

"Typically, we're in the single digits," says Ferguson. "That's well below our processing targets!"

Permit processing times are updated weekly on RRPD's website.

Permits can be processed online with the Cloudpermit platform or in person with a paper application.

## REFLECTING BACK, LOOKING FORWARD

After nine months at the new location in East St. Paul, the RRPD is happy with our new home which has been well-received by staff and clients. The location certainly helps with dispatching staff on inspections as a lot of our development is in the south end of the district. Thank you to everyone who attended RRPD's Open House in June!

The RRPD continues to work behind-the-scenes on improving application processes, technology integration and community engagement.

"We're always focusing on continuous improvement," says Ferguson. "We encourage people to reach out, ask questions, share their experience, and visit our website which has a wealth of information."

## 2022 BY THE NUMBERS

 **24 HR** TURNAROUND FOR  
INSPECTION REQUESTS

 **8,382** INSPECTIONS  
COMPLETED

 **548** NEW DWELLING  
PERMITS

 **4** NEW STAFF  
MEMBERS

## HOW TO AVOID PERMIT DELAYS

Missing information or construction drawings are the most common cause of permit processing delays. Make sure to include the following items before you submit your permit application:

- **A current Status of Title** document.
- **A Letter of Authorization** with a signature that matches the owner noted on your Status of Title.
- **Legible documents and drawings** with consistent building permit plan details.
- **Complete site plans** that indicate all dimensions, property lines, existing structures, and information marked.
- **Clear and concise building plans** with complete Elevation Drawings, Insulation Details, Fire Protection & STC Details, and Structural Details.
- Building permit plans saved and uploaded as **one PDF document**, if applying on Cloudpermit.

Please refer to [redriverplanning.com/building\\_and\\_development](http://redriverplanning.com/building_and_development) for more information, tools and tutorials to help expedite your permit application.

Contact Krystal at 431-301-0521 or [krystal@rrpd.ca](mailto:krystal@rrpd.ca) if you have questions or want help with your application.

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