



**Stefanie Lynch**  
Contract Administrator  
Phone: (204) 729-2513 Fax: (204) 725-3235  
638 Princess Avenue  
Brandon, MB R7A 0P3

June 17, 2021

City of Brandon  
Planning & Buildings Department  
638 Princess Avenue  
Brandon, MB R7A 0P3

Dear Sir/Madame,

Brandon Police Services (BPS) is requesting to expand their current building at the south-east corner of 1020 Victoria Avenue in Brandon, Manitoba.

BPS had an agreement with the Brandon Correctional Centre for direct lock-up needs. The agreement abruptly ended in 2020 due to the Covid-19 pandemic, with no intension of re-establishing an agreement in the future. BPS requires an expansion to the existing detention facility to accommodate direct lock-up needs.

BPS is currently working with an Architect firm on the design of the expansion. The proposed expansion is approximately 4800 square feet and will consist of 20+ wet cells, office space and a 2<sup>nd</sup> level for future growth. BPS anticipates a construction start date of October 2021 with completion in March 2023.

A building permit application will follow once the design is finalized and sealed by an Engineer. We would like approval of this application so we can authorize our design team to advance to detailed design.

Please do not hesitate to contact me directly should you have any questions.

Regards,

A handwritten signature in black ink that reads "S. Lynch".

Stefanie Lynch  
Contract Administrator  
City of Brandon

Cc: Greg Hebert, Inspector

## Letter of Authorization

Date: June 17, 2021

To: City of Brandon  
Planning & Buildings Department  
638 Princess Avenue  
Brandon, MB R7A 0P3

RE: 1020 Victoria Avenue, Brandon, MB R7A 1A9 (address or legal description of application)

I (We) hereby give authorization to:

**Greg Hebert** (Applicant's name)

To apply for a development application for the above address.

Registered Owner(s) on the Current Status of Title:

**Stefanie Lynch**



June 17, 2021

Name (Print)

Name (Signed)

Date

Name (Print)

Name (Signed)

Date

Name (Print)

Name (Signed)

Date

Name (Print)

Name (Signed)

Date