



Constructing Accessory Buildings

For residential and rural residential accessory buildings, (small sheds & garages).

Township of Laurentian Valley
460 Witt Road
RR #4 Pembroke, Ontario, K8A 6W5
Phone:(613)735-6291 Fax:(613)735-5820

This package should assist you in obtaining the proper permit with the least fuss possible. The information supplied here is of a general nature, some properties have restrictions that are unique to that site, if you have any questions, please call for specific information.

SMALL STORAGE SHEDS (less than 500 ft²) Complete Section A, B, C, D, E & H on the application, along with a plot (site) plan showing the proposed location. If it is a kit from a building supply firm, just indicate which kit it is, no plans are required as I have these on file. Or submit with your sketches showing at minimum; the spans, size and type of materials to be used in the construction of the building.

LARGE SHEDS, GARAGES ETC. (Greater than 500 ft²) Complete Section A, B, C, D, E & H. Submit the application along with the required drawings, professional design is required for slabs on grade greater than 500 ft². Submit your plans showing at minimum the spans, size and type of materials to be used in the construction of the building along with a plot (site) plan showing the proposed location of the building on your lot.

Please note, if your property contains an onsite sewage disposal system you must not construct any buildings closer than 5 metres (17ft) to the tile bed. Indicate on the plot plan where the system is located.

The permit fee for residential accessory buildings is \$.27/ ft², minimum of \$101.25. Add \$.03 if a plumbing permit will also be required.

ZONING: I cannot issue a building permit for an accessory building until the main use is established, this means that in most cases a permit can not be issued for a detached garage, wood or storage shed until a home has been constructed.

The minimum sideyard for accessory buildings in most rural and residential zones is 4 feet with very few exceptions. The minimum front yard in most rural and residential zones is 25 feet. The minimum rear yard is 3.3 ft. **Please note that the Ontario Building Code in most cases will require a building constructed closer than 1.5 metres, (5ft) to the property line to be constructed and clad with non-combustible material.** Therefore it is generally more cost effective to plan on 5' setbacks.

In most zones the accessory building must be constructed behind the main building in the rear yard, an exception being properties that front on the Ottawa River. Accessory buildings can not be built closer than 2 metres (6.5') to the main building on the lot (spatial separation for fire control).

OTTAWA RIVER FLOODPLAIN - Accessory buildings must also be constructed with their floors above the 1:100 year design flood fringe.

Claus Trost, Chief Building Official

Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the Building Code Act.

For use by Principal Authority			
Application number:	Permit number (if different):		
Date received:	Roll number:		
Application submitted to: __Laurentian Valley Township, 460 Witt Road, 613-735-6291__			
A. Project information			
Building number, street name	Unit number	Lot/con.	
Municipality	Postal code	Plan number/other description	
Project value est. \$		Area of work (m ²)	
B. Purpose of application			
<input type="checkbox"/> New construction <input type="checkbox"/> Addition to an existing building <input type="checkbox"/> Alteration/repair <input type="checkbox"/> Demolition <input type="checkbox"/> Conditional Permit			
Proposed use of building	Current use of building		
Description of proposed work			
C. Applicant Applicant is: <input type="checkbox"/> Owner or <input type="checkbox"/> Authorized agent of owner			
Last name	First name	Corporation or partnership	
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	
D. Owner (if different from applicant)			
Last name	First name	Corporation or partnership	
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	

E. Contractor				
Last name		First name	Corporation or partnership (if applicable)	
Street address			Unit number	Lot/con.
Municipality		Postal code	Province	E-mail
Telephone number ()		Fax ()		Cell number ()
H. Completeness and compliance with applicable law				
i) This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted).			<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> .			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
iv) The proposed building, construction or demolition will not contravene any applicable law.			<input type="checkbox"/> Yes	<input type="checkbox"/> No
I. Declaration of applicant				
I _____ declare that:				
(print name)				
1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.				
2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.				
_____		_____		
Date		Signature of applicant		

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 2nd Floor. Toronto, M5G 2E5 (416) 585-6666.