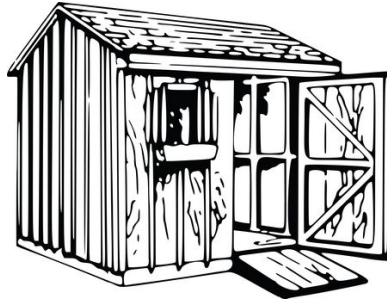


## Accessory Buildings (shed/garage) - Information Guide and Process



### **When is a building permit required for an accessory building?**

The construction of all buildings and structures greater than 10m<sup>2</sup> (108ft<sup>2</sup>) in area and all buildings that contain plumbing require a permit. A permit is also required for any addition to an existing structure. Buildings smaller than 10m<sup>2</sup> (108ft<sup>2</sup>) do not require a permit however, zoning requirements such as setbacks and lot coverage still apply.

### **Zoning**

The Town of Aylmer Zoning By-Law contains regulations governing the size, height, location and use of residential buildings. The zoning by-law is available online on the Town's website. If your proposed design does not meet the zoning by-law, you will be required to apply for a minor variance. The minor variance process is a method to seek relief through a Committee of Adjustment when certain circumstances do not allow you to meet the requirements of the zoning by-law.

### **Some standard accessory building zoning requirements:**

- Max. accessory building lot coverage 10%
- Max. accessory building size 60m<sup>2</sup> (645ft<sup>2</sup>)
- Max. accessory building height 5m (16'-4") to peak

### **Approvals**

Aside from complying with the Town Zoning By-Law, other restrictions may apply to your property. The following are examples of approvals that may be required before a permit can be issued.

- Catfish Creek Conservation Authority (CCCA Regulatory Zone)
- Ministry of Transportation (Highway 3)
- Elgin County (Country Rd 73)

### **Other Requirements**

- Buildings less than 55m<sup>2</sup> (592ft<sup>2</sup>) in floor area and not more than one storey in height may be supported on a floating concrete slab as opposed to 4'-0" deep foundations. Floating slabs greater than 55m<sup>2</sup> are allowed but must be designed by a professional engineer.
- LVL details and pre-engineered truss drawings must be stamped by a professional engineer and be provided to the building inspector upon framing inspection.

## **Drawing requirements for a building permit application (please submit 2 copies)**

A Schedule 1 form must be filled out with every permit application that does not involve an engineer or architect. This form indicates that the drawings were prepared by a qualified and/or registered designer. However, homeowners are exempt from the required qualifications and may prepare their own drawings for residential dwellings and accessory buildings.

1. Site plan indicating:
  - a) Setback dimensions
  - b) Existing structures on property
2. Foundation plan indicating:
  - a) Footings, piers & foundation wall sizes
  - b) Slab design & building anchorage
3. Floor plan indicating:
  - a) General dimensions
  - b) Structural framing
  - c) Door and window locations
4. Roof plan indicating:
  - a) Truss layout or roof framing
5. Building cross section indicating:
  - a) Building height
  - b) Wall construction
  - c) Foundation details

## **Where to apply for a building permit**

For properties located within the Town of Aylmer boundaries, please make application to: Town of Aylmer Municipal Office, 46 Talbot St. W. Town Hall hours are Monday to Friday from 8:30 a.m. to 4:30 p.m. Application forms are available online at [www.aylmer.ca](http://www.aylmer.ca) or at Town Hall.

## **Cost of Building Permit**

The cost of the permit is \$200 for buildings up to 300ft<sup>2</sup> and \$0.666/ft<sup>2</sup> for every foot over 300. There is a 25% stabilization reserve charge added to all fees. We accept cash, cheque and debit as methods of payment. This includes the review of drawings, the building permit and building inspections

## **Time Frame**

Maximum of 10 business days once a complete permit application is made and the permit is reviewed.

## **Required Building Inspections**

Building inspections are available Monday through Friday between 8:30 a.m. and 4:30 p.m.

\*Please Book in Advance

- Excavation/Footing inspection – once the holes have been dug, but prior to concrete being poured
- Foundation – once the foundation has been poured, prior to backfilling
- Structural Wood Frame inspection – once the framing is complete (posts, beams, joists)
- Final building inspection – When the shed is complete

## **Important Numbers to Know**

- ON1CALL - Ontario One Call (natural gas, sewer/water lines, hydro) 1-800-400-2255 or directly to:
  - EARTH Power (hydro) 1-877-850-3128
  - Eastlink (telephone internet/cable) 1-888-345-1111
  - EPCOR (gas) 519-773-5321
  - Town of Aylmer (water/sewer) 519-773-4949

DATE ISSUED  
JULY 1, 2005

# ONTARIO BUILDING CODE CONSTRUCTION DESIGN INFORMATION

C.D.I. NO.  
S1.8

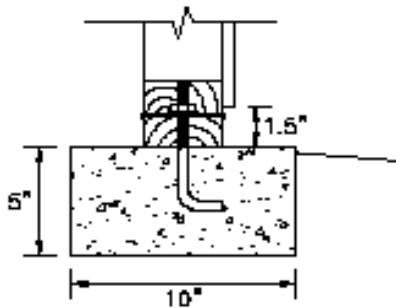
REVISIONS

## GARDEN SHED ANCHORAGE SUGGESTED DETAILS\*

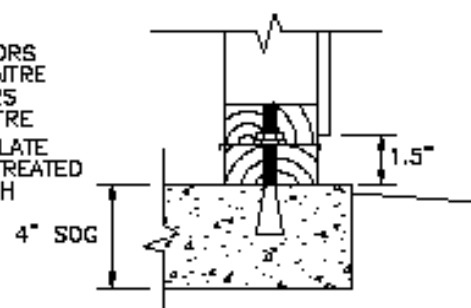
O.B.C. REFERENCE  
9.23 9.35.3.3

\*THESE SUGGESTED ANCHORAGE DETAILS APPLY TO BUILDINGS NOT MORE THAN 14' IN WIDTH AND ARE ACCESSORY STORAGE FOR SINGLE DWELLING UNITS.

### CONCRETE CURB MUD SILL

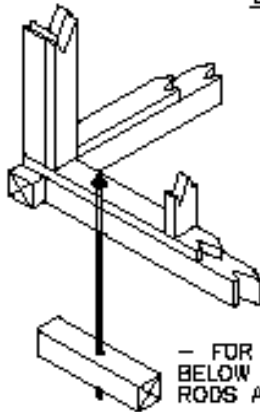


### SLAB-ON-GRADE MUD SILL

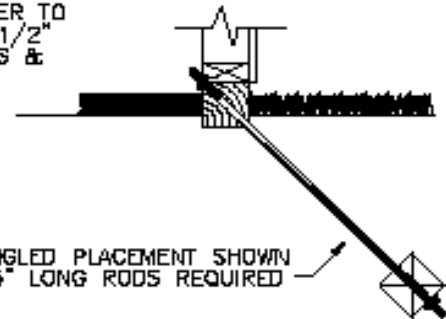


- MIN. 1/2" ANCHORS AT 7'-10" ON CENTRE OR 5/16" ANCHORS AT 4'-0" ON CENTRE
- SEPARATE TOP PLATE FROM PRESSURE TREATED BOTTOM PLATE WITH 4 MIL POLY

### BURIED 4 x 4 x 18" LONG PRESSURE-TREATED ANCHORS



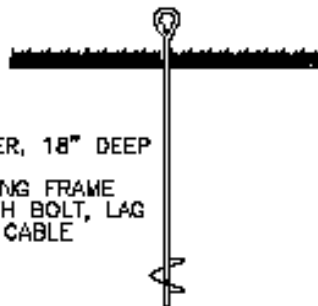
- ANCHOR AT EACH CORNER OF BUILDING
- CONNECT BURIED MEMBER TO FRAME OF BUILDING WITH 1/2" DIA. THREADED RODS, NUTS & WASHERS



- FOR PLACEMENT DIRECTLY BELOW MUD SILL, MIN. 24" LONG RODS ARE REQUIRED

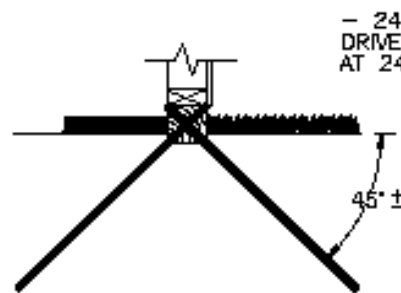
FOR ANGLED PLACEMENT SHOWN  
MIN. 36" LONG RODS REQUIRED

### HELICAL OR AUGER STYLE EARTH ANCHOR



- MIN. 3" DIA. AUGER, 18" DEEP
- FASTEN TO BUILDING FRAME EACH CORNER WITH BOLT, LAG SCREW OR STEEL CABLE

### 1/2" DIA. STEEL ROD ANCHORAGE



- 24" LONG RODS DRIVEN IN PAIRS AT 24" ON CENTRE