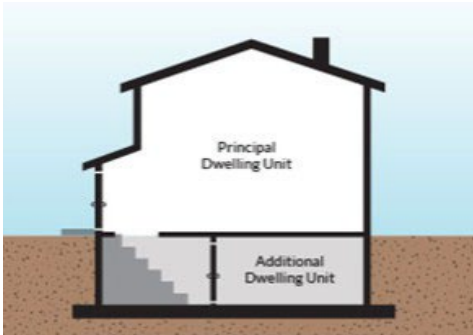
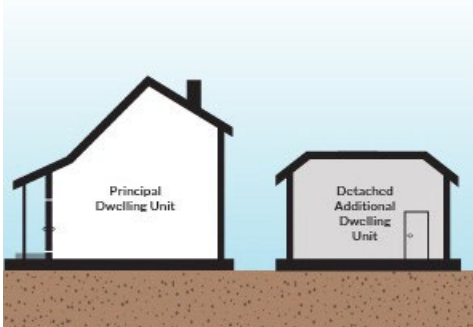


BUILDING DIVISION

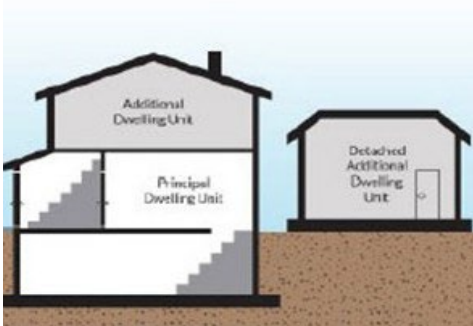
ADDITIONAL RESIDENTIAL UNITS



Example of ARU occupying entire basement of principal dwelling unit



Example of detached ARU in an accessory building



Example of two ARU's on one property, one detached in an accessory building and one in the principle dwelling unit

Do I need a permit to build an additional dwelling unit (ARU)?

Yes, an additional dwelling unit of **any** size will require a permit.

How Do I apply for an ARU?

All applications are applied for online using our online application form. You can submit all required documents online in the within this application form. This is online application process allows for in house tracking and time efficiency for issuing permits.

Building permit application <https://portal.laserfiche.ca/j4889/forms/Building-Permit-Application-26>

What required documents do I need to submit?

Complete online application

a) Submit detailed drawings of the ARU, including foundation details, framing details, window and door sizes, height of building, dimensions, attachment details if attaching to a building or structure, roof framing details, Energy efficiency design summary done by professional

b) Site sketch showing the location of the ARU on the property, please show dimensions from all property lines. It is up to you to know where your property lines are located. If you are not sure you can hire a land surveyor to legally determine your property lines for you.

c) A site alteration permit or a lot grading plan may be required depending on the location of your ARU. It is necessary to ensure the ARU will not cause any water run off or drainage issues for yourself or your neighbour. The site alteration permit can be found on the link below

<https://portal.laserfiche.ca/j4889/forms/Site-Alteration-Grading-Form>. A lot grading plan will need to be done by a professional surveyor.

How much will an ARU permit cost?

0.33/ft² for buildings with a floor area over 1500sqft or \$3.33/\$1000 construction value, + 25% stabilization reserve charge

How long will it take to get a building permit once I apply?

Standard wait times for a completed application is 10 business days. If your application is not complete with all documents at the time of application, we will contact you with documents that are missing.

When do you come and inspect the ARU?

Once the building permit is issued to you, details on type of inspections required will be given to you in your building permit package. We require you to call the office 2 days in advance for an inspection.

Important Numbers to know before you begin digging

ON1CALL – Ontario One Call (natural gas, sewer/water lines, hydro) 1-800-400-2255

ERTH 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

Where to I do I get assistance with the required documents, like site sketch and drawings and design?

As a homeowner you are permitted to do your own design and drawings, a clear understanding of the building code is required. When searching online use examples that refer to the Ontario Building Code. (OBC) If you purchase drawings online, the designer or company will need to attach a Schedule 1 Designer form. We recommend you hire a qualified designer to do your drawings for you; and an Ontario Land surveyor may also be required. If you hire a designer, they will need to sign the Schedule 1 Designer form on the online application

Other FAQ's Zoning related

How far away from the property line should my building be?

NOTE: The following setbacks are only generalized guidelines. Speak with Building Department to confirm setback requirements for your specific property. In most cases, to build in a rear yard, a detached accessory building needs to have a minimum building setback of 1.2m from the rear and side property lines

What is the maximum size I can build on my property?

Size that you can build will be dependent on the zoning of your property please check with the Building Department to confirm. In most cases the maximum size for all-accessory residential buildings on a lot are 75sqm(807sqft) but cannot exceed 15% of the lot area

What is the maximum height I can go?

Maximum height for a detached accessory building is 5.5m (18ft) to the highest peak of roof system

Does the setback include the overhang?

The overhang can project a maximum of 0.5m into any required yard

What if I add to my existing garage?

For an addition to an existing structure, the entire foundation, both the existing and the addition, must be the same foundations type as the existing to comply with the foundation requirements above or alternatively the foundation must be designed by a professional engineer.

If I do a detached ARU how far does it have to be from my existing house?

An ARU must be a minimum of 3.0m to the existing dwelling on the property.