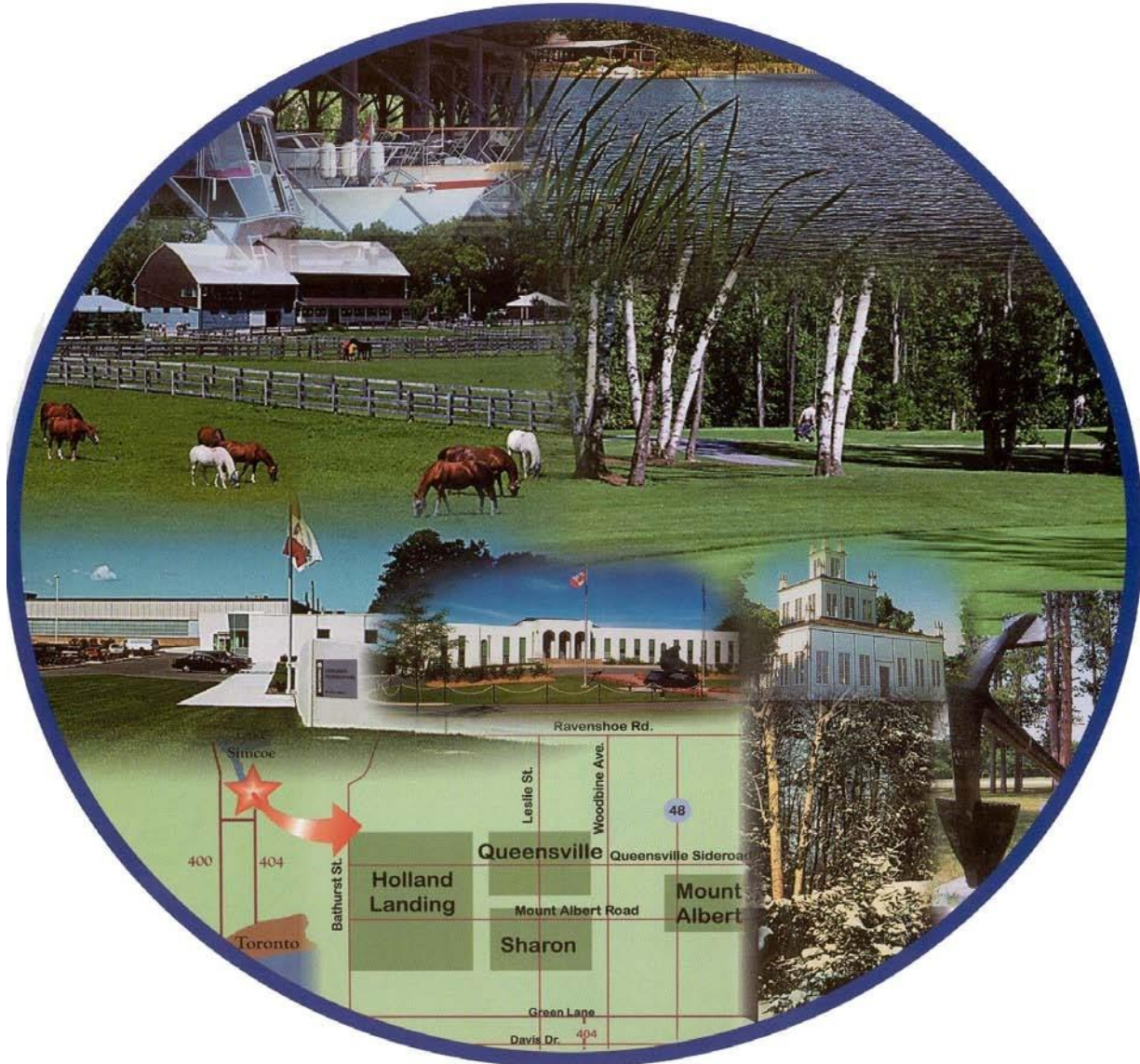




Town of East Gwillimbury

Building Permit Application for ACCESSORY BUILDINGS



Revised Date: January 2019



DEFINITIONS

The definitions listed below, are an excerpt from Zoning By-law #2018-043, and are noted in the following information.

ACCESSORY BUILDING OR STRUCTURE: a detached building or structure, the use of which is naturally and normally incidental to, subordinate to, or exclusively devoted to the main use or building, and located on the same lot.

BUILDING: a) a structure, temporary or permanent, consisting of a wall, roof and floor or any combination thereof, or a structural system serving the function thereof, including all plumbing, works, fixtures and service systems appurtenant thereto; or b) structures designated in the Ontario Building Code; or c) a tent as specified in the Ontario Building Code Act and Regulations.

COACH HOUSE: a separate, self-contained dwelling unit that is accessory to and located on the same lot as an associated principal dwelling unit, but is contained in its own building that may also contain uses accessory to the principal dwelling (such as a detached private garage), but does not include a garden suite.

DAYLIGHTING OR SIGHT TRIANGLE: an unobstructed triangular area on a corner lot as determined by measuring from the point of intersection of street lines, the distance required by the Town's Engineering Design Standards and Region of York requirements, whichever is greater, along each such street line and joining such points with a straight line. In the case of a corner lot with a daylighting triangle, the exterior side lot line is deemed to extend to its hypothetical point of intersection with the extension of the front lot line and/or rear lot line for the purposes of calculating the lot frontage, front, rear and exterior side yard setbacks, but at no point may a building or legal encroachment extend into the daylighting triangle.

FLOOR AREA, GROUND: the floor area of the first storey of a building approximately at or above the finished grade level excluding any basement, which area is measured between the exterior faces of the exterior wall at the floor level of such storey

GARAGE, PRIVATE: an enclosed building that is detached or part of the main building, and is designed and/or used primarily for the storage of one or more motor vehicles.

HOME BUSINESS: an occupation that, a) Involves providing personal or professional services or producing custom or artisanal products, and b) Is carried on as a small-scale accessory use within a dwelling unit or, where permitted, a structure accessory to the dwelling unit.

HEIGHT: with reference to a building or structure, the vertical distance measured from the established grade of such building or structure to:

a) The highest point of the roof surface or the parapet, whichever is the greater, of a flat roof. Any roof having a flat portion that is greater than 15% of the total roof area is deemed to be a flat roof;

- b) The deckline of a mansard roof;
- c) The mean level between eaves and the highest ridge of a gabled, hip or gambrel roof or any other type of pitched roof;
- d) In case of a structure with no roof, the highest point of the said structure. Notwithstanding the above, the following is not to be included in the calculation of height for the purposes of this definition: any ornamental features including towers, steeples, cupolas, ornamental domes and other roof structures which are used only as an ornament and all stairways, solar panels and all heating, ventilation and air conditioning equipment (HVAC) that is not enclosed with walls.

LOT: a parcel of land that is registered as a legally conveyable parcel of land in the Land Titles Registry Office.

LOT COVERAGE: the total horizontal area of a lot covered by the first storey of all roofed buildings and structures on the lot, but not including unenclosed swimming pools, decks or porches.

LOT LINE: a line delineating any boundary of a lot.

LOT LINE, FRONT: the lot line that divides the lot from the street or a 0.3 metre reserve abutting said street(s). In the case of a corner lot, the shorter lot line that abuts a street is deemed to be the front lot line and the longer lot line that abuts a street is deemed to be an exterior side lot line. In the case of a through lot, only one lot line shall be considered the front lot line. In the case of a through lot or a corner lot with street lines of equal length, the Town may designate the front lot line.

LOT LINE, REAR: the lot line opposite to, and most distant from the front lot line. For the purpose of this definition, a point where 2 interior side or 2 exterior side or 1 exterior side and 1 interior side lot lines intersect shall be deemed as a rear lot line.

LOT LINE, EXTERIOR SIDE: the lot line of a corner lot, other than the front lot line, which divides the lot from a street or a 0.3 metre reserve abutting said street.

LOT LINE, INTERIOR SIDE: a lot line, other than a rear lot line that does not abut a street.

MAIN BUILDING: the building from which the main use of a lot is conducted.

STRUCTURE: anything that is erected, built or constructed of parts joined together and attached or fixed permanently to the ground or any other structure. For the purpose of this By-law, a fence, a light standard, transformers, an antenna and a sign are deemed to not be structures. For the purpose of setback calculations, natural gas or electricity meters, dog houses, freestanding mail boxes, driveway entrance pillars, statues, storage lockers under 1m high, pool pumps and filters not inside accessory buildings, flag poles, free standing trellises, shopping cart enclosures, waste receptacles, school bus shelters, composters, planters, and barbeques are not considered structures for the determination of setbacks.

YARD: an open, uncovered space on a lot pertaining to a building and unoccupied by buildings or structures except as specifically permitted in this By-law.

YARD, FRONT: a yard extending across the full width of the lot between the front lot line and the nearest main walls of the main building or structure on the lot.

ZONE: a designated area of land use shown on the Schedules of this By-law.

Accessory Buildings and Structures Requirements

The Town of East Gwillimbury's Zoning By-law# 2018-043, Section 4.2.2, states that **accessory** and **structures** are permitted in all zones, unless otherwise specified. **Accessory Buildings** and **Structures** are subject to the following zoning provisions:

- a) No **accessory building** or **structure** can be erected on a **lot** prior to the erection of the **main building** on the **lot**.
- b) No **accessory building** or **structure** can be used for human habitation or as a **home business**, unless expressly permitted by this By-law.
- c) **Coach houses** are regulated by Section 4.2.3, and not this Section.
- d) No **accessory building** or **structure** or part thereof can be located:
 - i) Within an easement;
 - ii) Any closer to the **front** or **exterior side lot line** than the **main building**, except on any **lot** in a Rural (RU), Oak Ridges Moraine Core (ORMC), Oak Ridges Moraine Core Linkage (ORMCL) or Oak Ridges Moraine Countryside (ORMCS) Zone that is 0.4 hectares or greater in size;
 - iii) Within any **daylighting or sight triangle**;
 - iv) Within the **minimum front** and **exterior side yards**; or
 - v) Within 1.0 metre from any **building** or **structure** on the **lot** or as permitted by the Ontario Building Code.
- e) **Accessory buildings** and **structures** must be located no closer than 1.0 metre from the **rear lot line** and **interior side lot line**.
- f) The maximum **height** of **accessory buildings** or **structures** in all **zones** except the Rural (RU), Oak Ridges Moraine Core (ORMC), Oak Ridges Moraine Core Linkage (ORMCL) or Oak Ridges Moraine Countryside (ORMCS) **Zones** is 4.5 metres.
- g) The maximum **height** of **accessory buildings** or **structures** in a Rural (RU), Oak Ridges Moraine Core (ORMC), Oak Ridges Moraine Core Linkage (ORMCL) or Oak Ridges Moraine Countryside (ORMCS) **Zones** is 11.0 metres.
- h) The maximum **lot coverage** of all **accessory buildings** and **structures** (including a detached private garage) on a lot is 10 percent and is included as part of the total **lot coverage** permitted in the **zone**. Notwithstanding the above, the total maximum ground floor area of all detached **private garages** on a **lot** shall not exceed 120 square metres.
- i) A **structure** is not considered an **accessory structure** if attached to the **main building** in any way. For the purposes of this Section, where a breezeway connects a **private garage** to the **main building** on the **lot**, forming part of the **main building**, the following criteria must be met:
 - a. The breezeway is structurally connected to both **buildings**;

- b. The breezeway is a roofed **structure** with more than 60% of the total perimeter of the breezeway enclosed by walls, doors or windows;
- c. The breezeway is at least 1.8 metres in width to a maximum of 2.5 metres in width, and no more than 9 metres in length.
- j) No more than three detached **accessory buildings** or **structures** are permitted on a **lot** in any Residential **Zone**, unless otherwise permitted by this By-law.
- k) A boathouse, dock or wharf may be located in a **yard** adjoining a body of water provided that the approval of any other governmental authority having jurisdiction has been obtained and provided that the boathouse, dock or wharf is located no closer than 3.0 metres to the **interior** or **exterior side lot line** and will not encroach into the area underwater that would be in front of an abutting **lot** when the **lot lines** are extended into the waterbody.

APPLICATION REQUIREMENTS:

Detached accessory structures occupying an area greater than 10 square meters require a building permit. An accessory building with an area less than ten (10) square meters, one hundred and eight (108) square feet may not require a building permit; however, you must still comply with the requirements of the Zoning By-law and any other Applicable Law. A completed building application form is required and is to be accompanied by two copiers of reviewable building plans. These plans must contain:

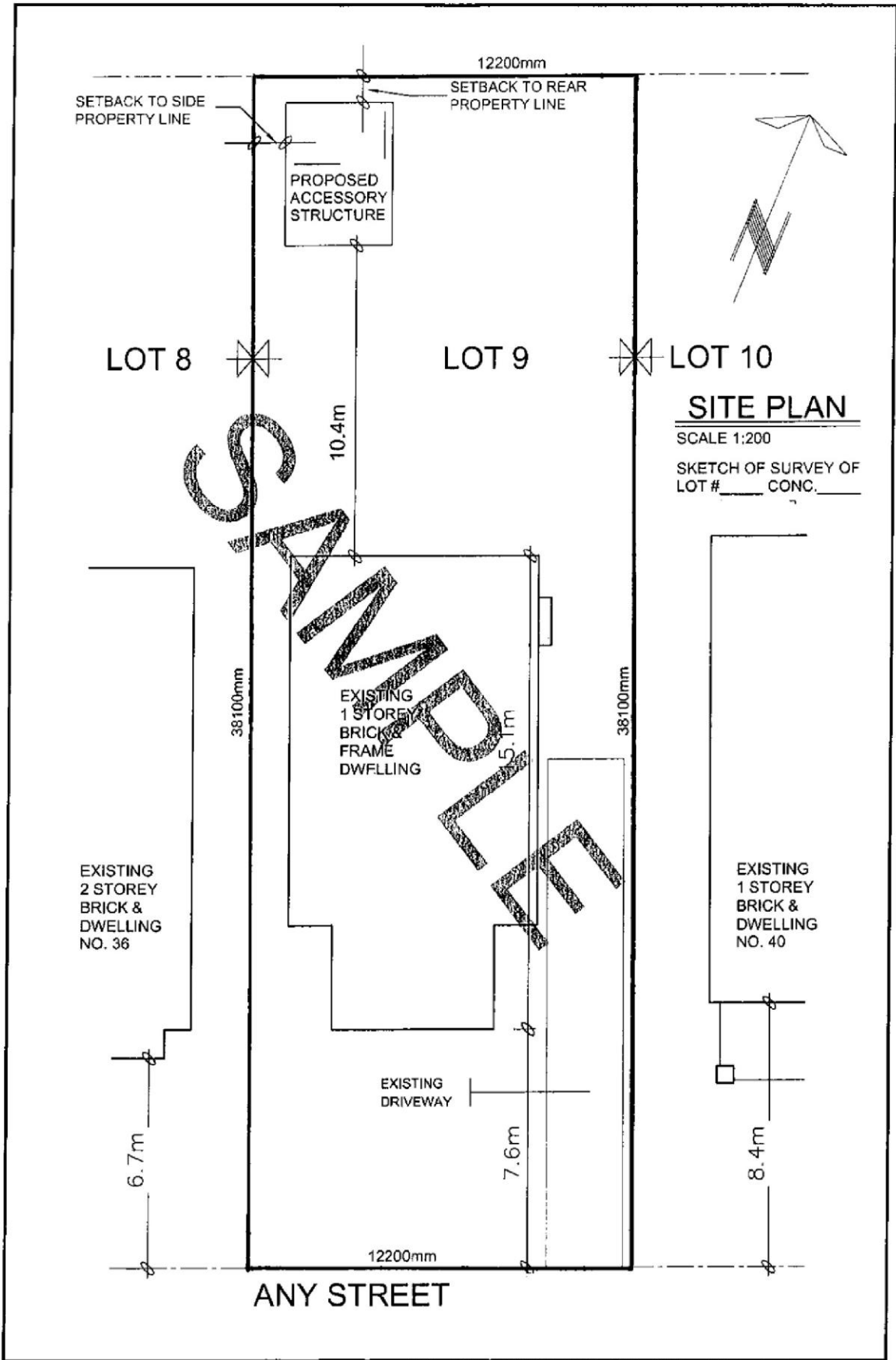
1. A fully dimensioned and to scaled site plan showing all existing buildings and structures: the proposed building is to be plotted on the site plan with setback dimensions to all property lines to be shown thereon. If there is a septic system on the property, the location of the septic tank and leaching bed are required to be shown complete with dimensions.
2. Detail drawings prepared by homeowner, qualified individuals or agencies to reflect the actual proposal. You may find a sample drawing for an accessory building attached to this guide.
3. Required Applicable Law Approvals (where applicable); please contact the Permit Coordinator in the Building Branch (ext. 1268) to confirm which applicable law approvals are required for your application.
4. All approvals from other departments and agencies must be obtained prior to submission of your building permit application.

PERMIT FEE:

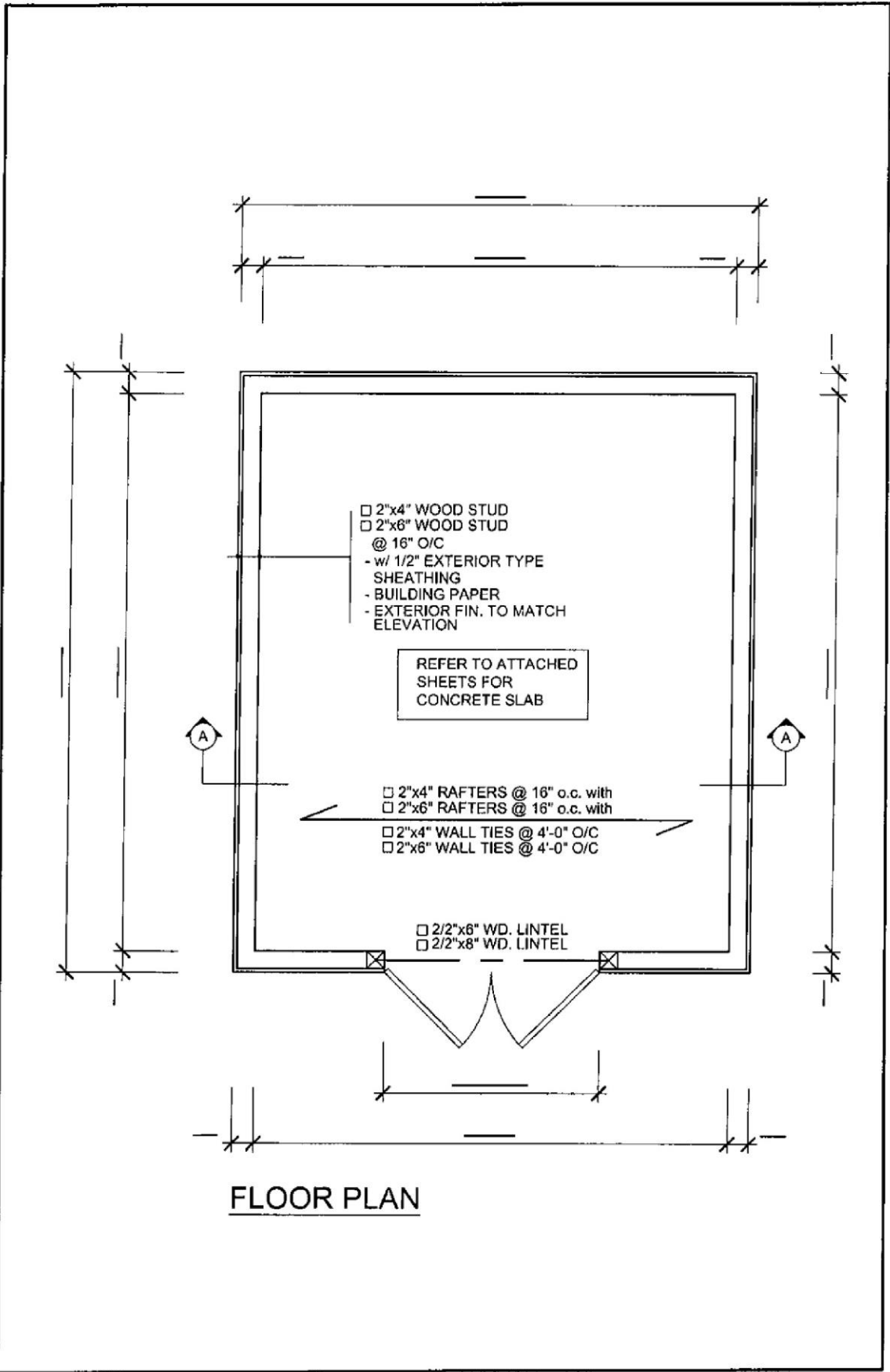
Building fees are based on a minimum fee **or** a per square footage deposit (whichever is greater). A permit fee deposit is due at the time of permit application submission. The fee will be calculated at the time of submission based on the plans submitted. The fees will be recalculated during a detailed review of the application and any discrepancies with the initial deposit will be rectified at the time of permit issuance.

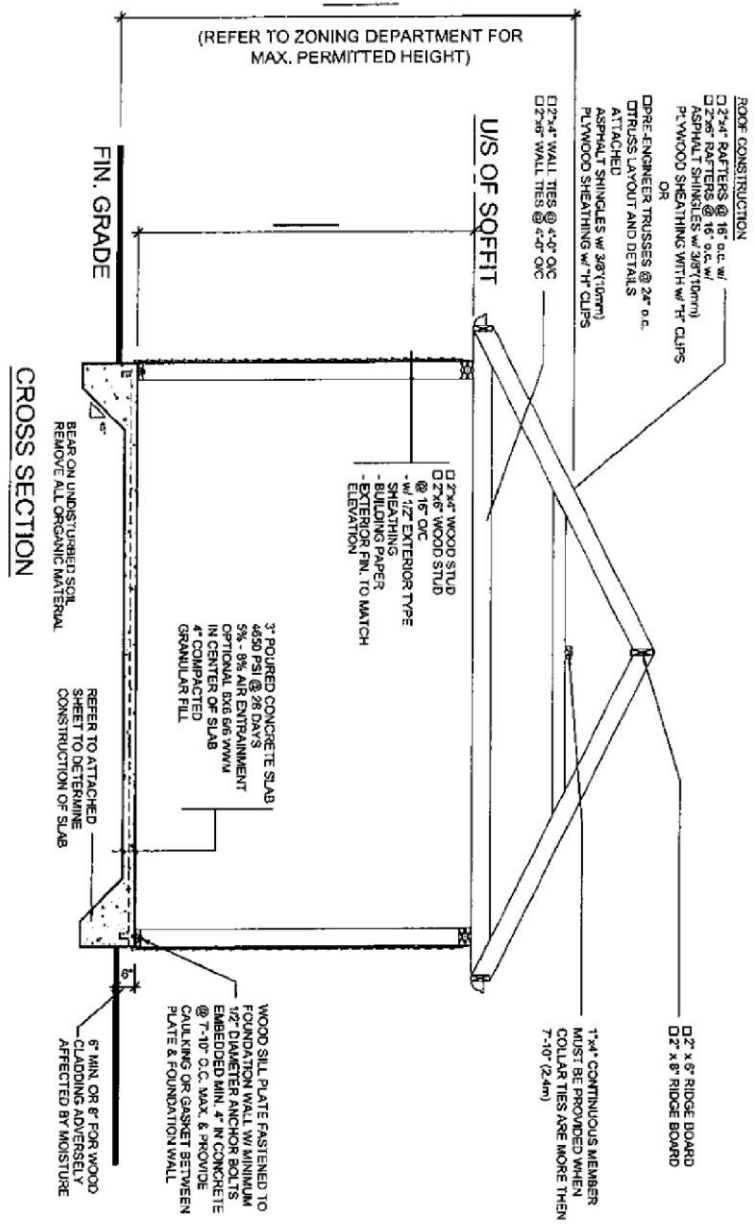
INSPECTIONS:

For an inspection request please call (905) 478-4282 (ext. 3827) between 8:30a.m. and 4:30p.m. Monday to Friday. Inspections are conducted between 1:00 p.m. and 4:00 p.m. the following day. In order for the Administrative Assistant to book an inspection the following information is required: Municipal address, building permit number, type of inspection, and requested inspection date.



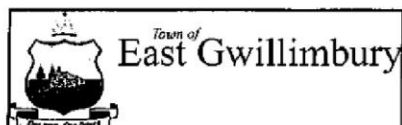
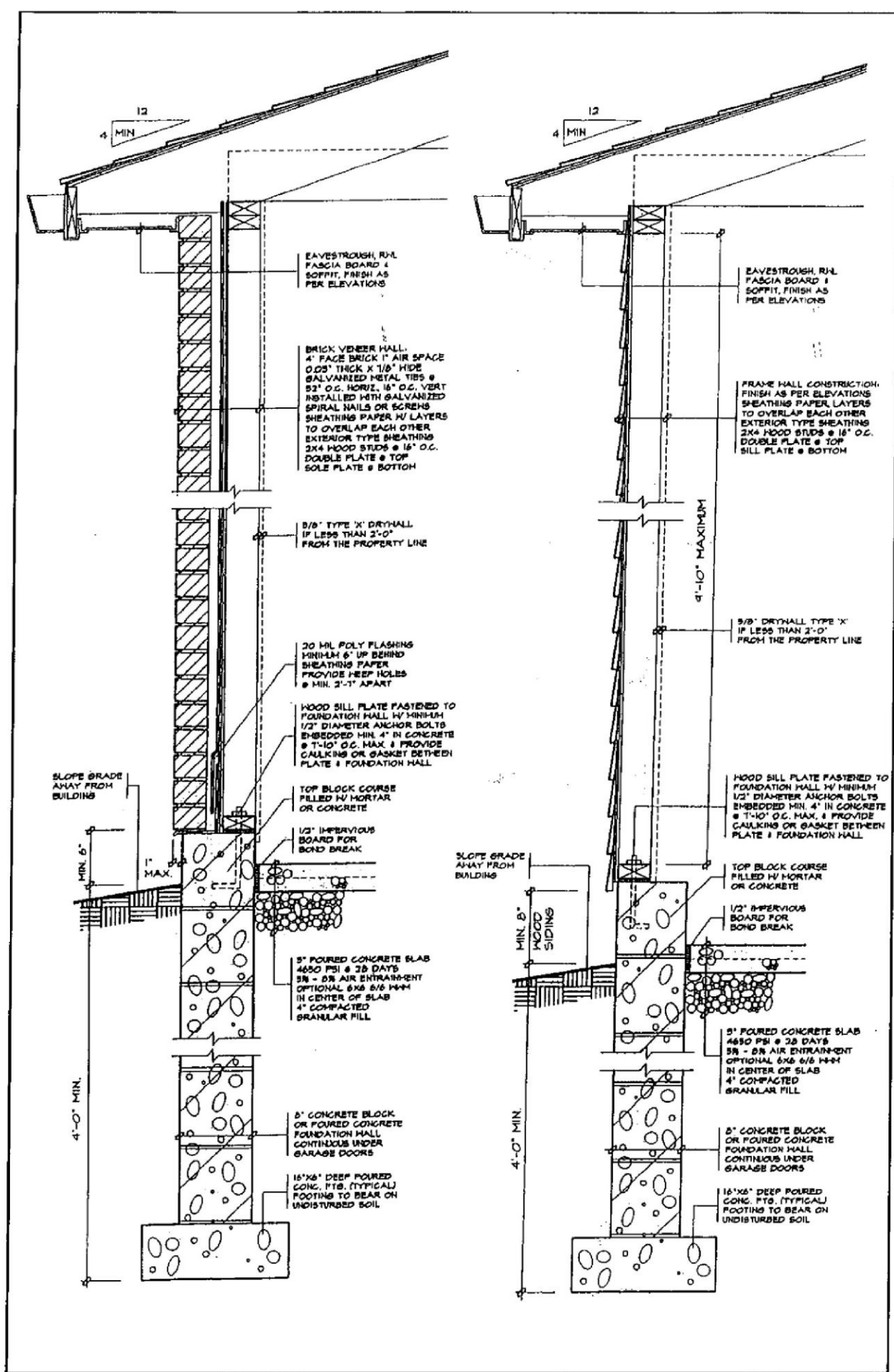
SAMPLE SITE PLAN





Town of
East Gwillimbury

**ACCESSORY BUILDING
CROSS SECTION**



ACCESSORY BUILDING WALL SECTION

DESIGNED BY
 DRAWN BY
 SCALE