

ACCESSORY BUILDINGS

A Homeowners Guide For The Construction Of Accessory Buildings And Structures Such As Detached Garages And Storage Sheds

This brochure is intended as a guide only to assist the public with understanding the processes in place.

We have attempted to be as accurate as possible in providing the information; however we do not guarantee or assume liability for its correctness.

The complete current By-laws of the City of Welland will take precedent over the general information provided in this brochure.

When planning to construct an accessory building such as a detached garage or storage shed, this guide will assist you the Homeowner, when a Permit is required and what is required for the Building Permit Application and any Zoning Regulations governing the construction of these structures.

Definitions As Per City Of Welland Zoning By-Law 2017-117

Accessory Building/Structures: A building or structure, not used or intended to be used for human habitation, detached from but located on the same lot as, the principle use, building or structure, the use of which is incidental, subordinate and exclusively devoted to that of the principal building or structure.

When And Why A Permit Is Required

In general a Building Permit is required for all buildings and structures greater than 107 ft² (10 m²) in area. Buildings and structures under 107 ft² do not require a Permit but must still comply with the City of Welland Zoning By-law.

Building Permits are necessary to ensure Zoning requirements, compliance with the Ontario Building Code for structural and safety standards and to comply with any other applicable Provincial and Municipal regulations.

It Is The Responsibility Of The Homeowner To Ensure A Permit Is Obtained Prior To Any Construction Of These Structures.

Constructing or altering a structure without a Permit can result in numerous problems including:

- complaints from neighbors
- not conforming with the Building Code
- difficulty selling the property
- putting yourself at liability should a injury occur to someone (visiting your property) as a result of a structure not conforming to the Building Code
- extra cost in having to reconstruct the structure according to Zoning By-law and Building Code
- insurance protection nullification
- increased Permit fees (minimum \$166.00 extra charge)
- possible demolition of structure
- possible ticket fine - \$400.00
- possible Court fine – maximum \$50,000.00 first offence if convicted.

Excerpt From City Of Welland Zoning By-Law 2017-117

General

- a) Where this By-law provides that a lot may be used for a permitted use or a building or structure may be erected or used for a permitted use, that use shall include any accessory building or structure or accessory use, but shall not include:
 - Any occupation for gain or profit conducted within or accessory to a dwelling unit except where specifically permitted by this By-law;

- Any building used for human habitation, except where specifically permitted by this By-law;
 - An outdoor furnace or outdoor wood-burning sauna;
 - Any storage container, portable storage unit, repurposed motor vehicle in whole or in part, "sea can" container, intermodal container or other such like container in any Zone other than an Industrial Zone.
- b) The accessory use, building or structure shall be located on the same lot and in the same Zone as the principal use, building or structure.

Location

- a) Except as otherwise provided herein, no person shall erect or locate a detached private garage or other accessory building:
 - In any yard other than an interior side or rear yard;
 - Without maintaining a minimum setback of 0.9 metres from any side or rear lot line;
 - Closer to a street line than the minimum setback required for a main building on the same lot, or in the case of a detached private garage, not less than 5.5 metres to a street line; or
 - So as to interrupt or encroach into a required planting strip.
- b) No person shall erect or locate an accessory building less than 0.9 metres from any main building.

Height

Except as otherwise provided herein, no person shall erect an accessory building which exceeds 6.0 metres in height in any Residential Zone.

Lot Coverage

- a) The total lot coverage of all accessory buildings and structures on a lot shall not exceed ten percent of the area of any lot in any Zone. This does not apply to decks or open air swimming pools. Please check individual zone requirements for total permitted lot coverage for all buildings and structures.

Building By-Law 2005-91

A complete copy of the Building By-law 2005-91, is available at the City of Welland Infrastructure and Development Services - Building Division or downloaded at the City of Welland web site under Regulatory By-laws.

Applying For A Permit

Applications for a Building Permit are available at the City of Welland Infrastructure and Development Services - Building Division or downloaded at the City of Welland web site - www.welland.ca.

With the submission of an Application you will be required to submit two (2) copies of detailed construction drawings and the required Building Permit fees and deposit. If you require assistance to develop these drawings, sample and standard drawings are available for your use along with the current fee schedules at the City of Welland Infrastructure and Development Services - Building Division.

Building Permits may be applied for by a property Owner, or by an Agent on behalf of the Owner, such as the Contractor or Designer.

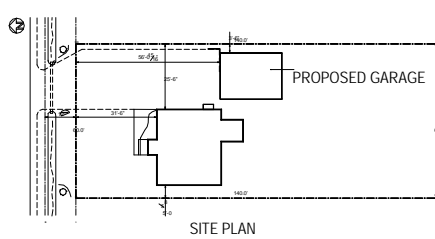
Required Drawings

As mentioned above, two (2) complete copies of detailed drawings are required with the submission of an Application.

A complete detailed *site plan* showing the following:

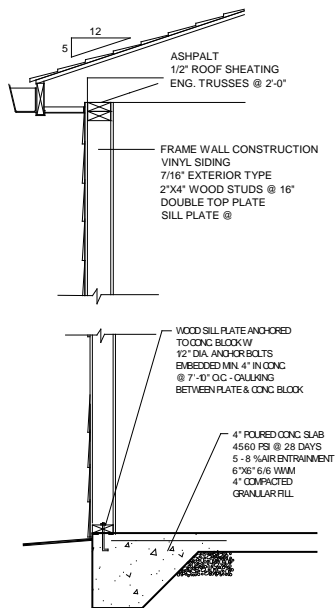
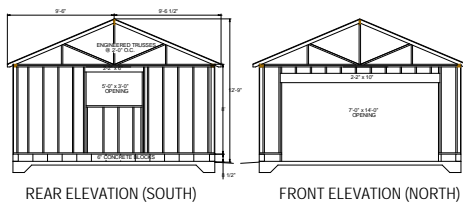
- north arrow
- scale
- legal description - lot and plan numbers
- easements
- street names
- lot dimensions
- setbacks to all property lines for the existing dwelling and the proposed building or structure

- information for all existing buildings and structure such as size and location



Detailed **construction drawings** showing:

- size and height dimensions
- location and size of all door and window openings
- material used along with size and spacing
- beams and posts size and spacing
- concrete piers size, depth and spacing
- roof framing (if applicable) - trusses or rafter size and spacing
- anchoring and fastening details
- concrete slab or footing details - size, thickness and reinforcement
- normally construction drawings for accessory buildings will include as a minimum, four elevations and at least one cross section.



Buildings of less than 55 m² (592 ft²) in floor area and not more than one storey in height may be supported on wood mud sills or concrete floating slab rather than 4' deep foundation provided the building is not of masonry or masonry veneer construction.

Concrete floating slabs greater than 55 m² (592 ft²) are permitted, but must be designed by a Professional Engineer.

Pre-Engineered truss drawings must be provided with Application for Permit or prior to framing inspections if being used.

No glazed openings such as in windows and doors are permitted in any exterior wall less than 1.2 m (3'-11") from any property line.

New Materials/Systems: Additional information such as manufacturers specifications or engineering details may be required for materials/systems which are not specifically described in the Ontario Building Code for normal review.

The original drawings must be submitted to scale and fully dimensioned in either metric or imperial units with the appropriate information shown as noted above.

Standard Drawings

City of Welland Standard Drawing package entitled "Complete Package" is available for use by Applicants for accessory buildings. The package is available at the Infrastructure and Development Services - Building Division or can be downloaded from our web site. You may mark up this package prior to submission. If you are proposing a building of such a shape or construction not described in the package, you must have your own drawings prepared.

What To Do When Waiting For The Permit To Be Issued

Once you have submitted your Application you must **wait** for the Permit to be issued. You **do not** have a Permit at this point. We will review all Applications in order of submission as quickly as we can. We are aware of the importance to you in obtaining the Permit quickly. Please make yourself available at the telephone number listed during the review process to ensure we can contact you should we require clarification of something.

What To Do When The Permit Has Been Issued

Once you receive your Permit, please read the approved Permit documents thoroughly before commencing construction. The construction must be in accordance with the approved plans and documents issued with your Permit. Any changes during or before construction must be noted to the Building Division and a Change Requisition form must be filled out and approved accordingly.

Several inspections are also required during construction to ensure that all work is done in accordance with the approved plans:

- prior to pouring any concrete for piers or footings
- framing inspection
- final inspection

Note: It is the responsibility of the Owner to ensure that either you or the Contractor contacts the City of Welland Infrastructure and Development Services - Building Division to request an inspection at least 48 hours before the inspection.

Failure to schedule, will result in not being permitted to occupy or use the structure and may also result in uncovering the work.

For inspection call 905-735-1700, Extension 2257 or 2251 City of Welland Infrastructure and Development Services - Building Division.

Please have your Permit Number ready when scheduling an inspection.

If you have any further questions or concerns please do not hesitate to contact the City of Welland Infrastructure and Development Services - Building Division between the hours of 8:30 a.m. and 4:30 p.m. at 905-735-1700 and someone would be happy to answer any question.

HOW CAN I FIND OUT MORE?

Contact

The City of Welland
Infrastructure and Development
Services
Building Division

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Welland, Ontario
L3B 3X4

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Website: www.welland.ca