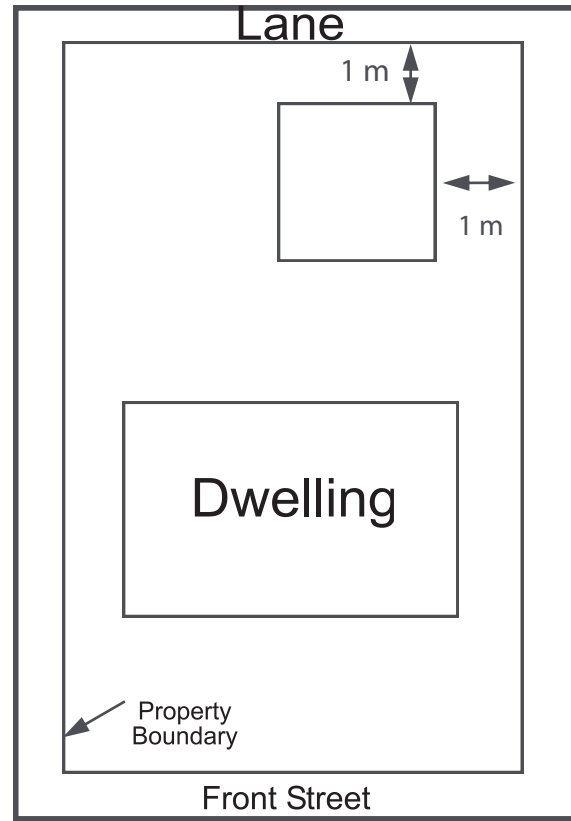


If you require assistance in applying for any permit or have further questions, please contact the Planning and Development staff or you can find all application forms on our website at the address below.



(EXAMPLE)

Contact Us

If you require assistance in the permit application process or have further questions, please contact Planning and Economic Development at 780-980-7124, planning@leduc.ca, or visit us at #1 Alexandra Park.



WWW.LEDUC.CA/PERMITS

Planning and Economic Development

Building an Accessory Structure



CITY OF
Leduc
WWW.LEDUC.CA



LOCATING THE ACCESSORY STRUCTURE ON THE PROPERTY

The Accessory Structure shall be a minimum of:

- 1.0 m (3.3 ft.) from the side and rear property boundary.
- Setback shall be no closer than 1.2 m from the property boundary if you are on a corner lot and your rear yard is also the side yard of an adjacent parcel.
- Setback may be greater to protect utilities and utility right-of-way as may be requested by the Development Authority.

BUILDING REQUIREMENTS:

- No roof overhang shall be within 0.3 m (1.0 ft) of the side or rear property boundary.
- The maximum height of the accessory structure shall not exceed 4.0 m (13.1 ft) and the vertical exterior walls' maximum height shall not exceed 2.7 m (8.9 ft).
- The total construction time to start and complete the building shall not exceed one year from the date at which the building permit was issued.

A **development permit** is a document authorizing a specific type of development on a specific parcel of land in the City of Leduc to proceed. It assures conformance with the zoning and development regulations under the Land Use Bylaw and its effect on adjacent property.

A **building permit** addresses how the building is safely constructed regarding life safety, structural integrity, property protection, use and occupancy and the integration of Architectural, Engineering, Mechanical and Electrical design concepts.



DO I REQUIRE A PERMIT?

- If the Accessory Structure is under 10 sq m (107 sq ft) NO permit is required. (Measurements are from the outside of the walls).
- Structures 10 sq m (107 sq ft) and over require a development and building permit. (Measurements are from the outside of the walls).

Remember to contact **Click Before You Dig** at utilitiesafety.ca or 1-800-242-3447 to locate all utilities and power lines **before** you begin construction.

WHAT DO I NEED TO APPLY FOR THE PERMIT?

- A site plan at a scale satisfactory to the Development Officer indicating the location and size of the proposed structure, including all setback measurements to property lines and existing structures.
- Building plans identifying the height, elevations, and dimensions of the proposed structure.
- Additional information may be required by the Development Officer.

FEES: All permits are subject to fees, unless otherwise stated. Please check the Fees Bylaw or contact the Planning and Economic Development Department for any questions.

Inspections

Included in the permit approval package is a schedule of when the Accessory Structure must be inspected.

Contact the Planning and Development Department at 780-980-7137, 48 hours in advance to arrange for a building inspection.

Before calling for an inspection, make sure that the work is ready to be inspected. An additional fee may be assessed when an inspection is requested, and the Safety Codes Officer finds the work is incomplete and not ready for inspection, or the work does not meet the required standards, or the Safety Codes Officer is unable to gain access for the inspection.