



Detached Residential Accessory Building Application

Town of Fort Frances

Submit Applications To:

Cody Vangel
Chief Building Official & Municipal Planner
P: 807-274-5323 ext. 1216
E: cvangel@fortfrances.ca

Fort Frances Civic Centre
320 Portage Avenue
Fort Frances, Ontario
P9A 3P9

General Zoning Requirements for Accessory Buildings

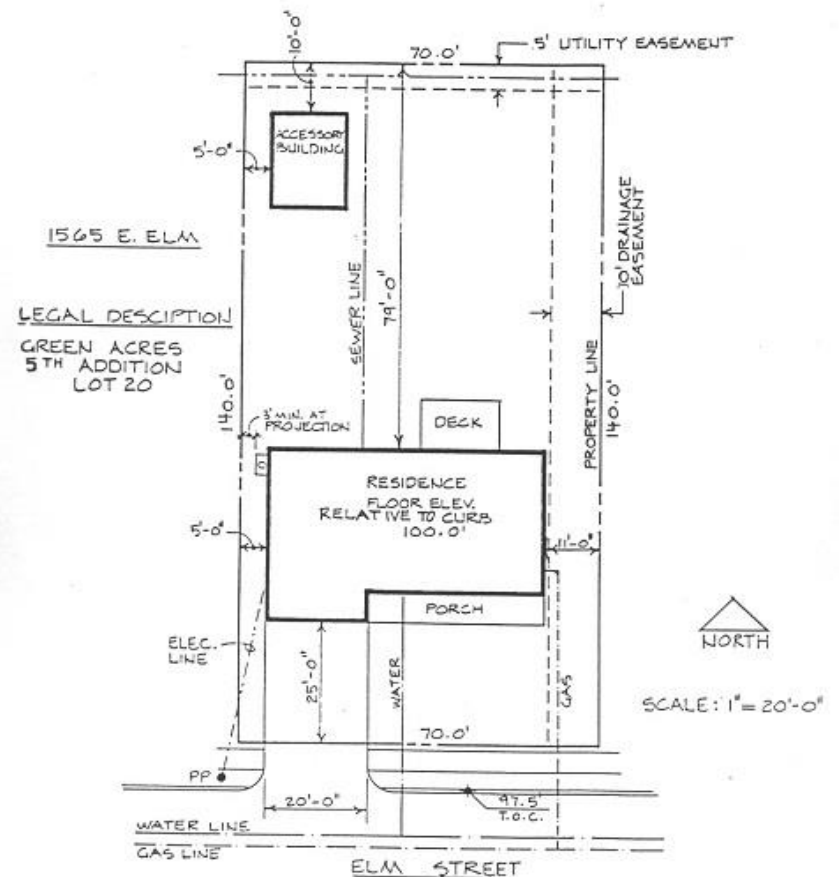
- Shall not be built closer to the front lot line than the minimum distance required for the main building on the lot as per By-law #03/14 as amended
- Shall not be built within 2m of the principal building and/or other accessory buildings
- If built on a corner lot, shall be located in the rear yard and not the exterior side yard adjacent to the flanking street
- Shall not be built closer to the street than the principal building on the lot
- Shall not be built closer than 1.5m to a lot line or laneway
- Shall not be considered as an accessory building if attached to the principal building in any way
- May not be constructed prior to construction of the principal building
- Maximum building height of 5m
- The proposed accessory building shall not exceed 15% coverage of the total lot area
- Total lot coverage by all buildings and structures excluding decks in the Residential Type One (R1) zone shall not exceed 40%

Provide A Site Plan

A site plan shall be included with your garage application. The following at a minimum are to be included on the detailed site plan showing the following:

- Title and scale
- Legal description and address
- Street name(s)
- North arrow
- Property lines and dimensions
- Setbacks to all property lines from existing and proposed structure(s)
- Proposed construction (shaded)
- Overall building dimensions including height of structure(s)
- Rights-of way and easements
- Access and parking
- Percentage of total lot coverage including addition or new structure
- Identification of natural features (ie-water courses or ravines).
- Location of utility lines

SITE PLAN ILLUSTRATION



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Permit Fees

Building permit fees based on the Town of Fort Frances 2020 User Fee Schedule are as follows:

Garages = \$0.42/sq.ft

Sheds = \$0.27/sq.ft

Lot Grade Set (Garages) = \$121.05

Grade Set

Please allow **48 hours** for your paperwork to be sent over to Public Works before calling 274-9893 to request to have your grade set.

Before your grade will be set by staff at Public Works, please ensure you have all service locates for your property. These can be obtained by calling Ontario One Call (1-800-400-2255) or online at www.on1call.com. These are required **BEFORE** a stake can be placed for your grade. Please note that service locates can take up to a week to receive from the locating utilities.

Please ensure that the location of the proposed building is clear of all debris, materials, vehicles, etc or the grade will not be set.

MOL Notice of Project

The constructor must provide a Notice of Project to the Ministry of Labour, Training and Skills Development prior to starting projects that meet the standards set out in section 6(1) of the Regulation for Construction Projects, O. Reg 213/91

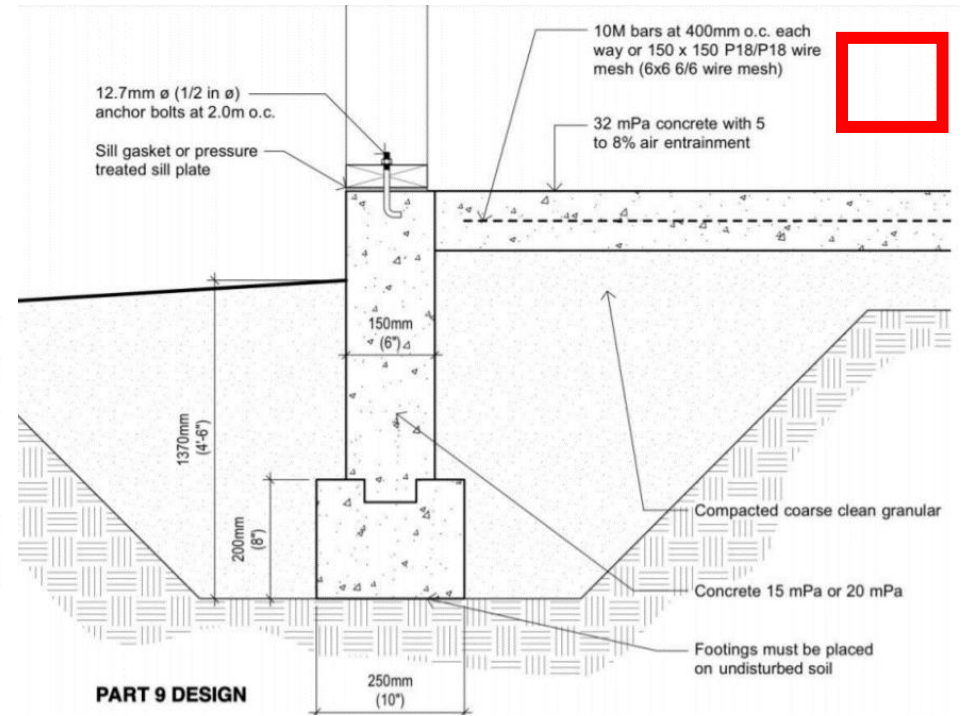
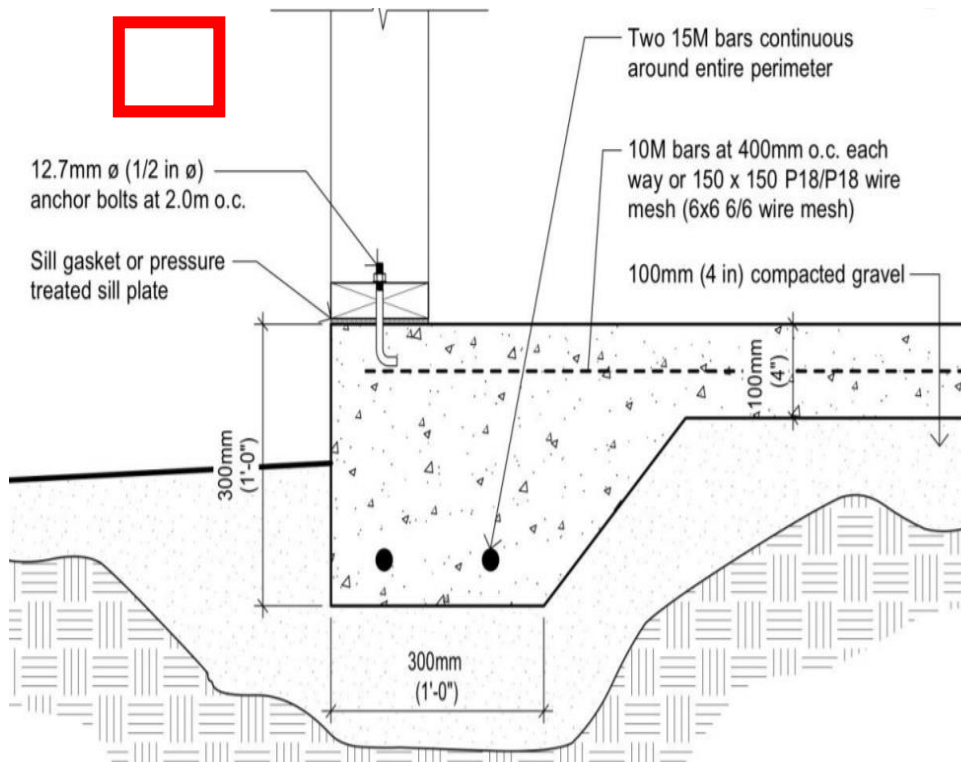
A Notice of Project is required if:

- The project has a total cost of labour and materials expected to exceed \$50,000 or \$250,000 if the project is confined to a factory that manufactures or assembles automobiles;
- The work is the erection or structural alteration of a building more than two storeys or more than 7.5 metres high;
- The work is the demolition of a building at least 4 metres high with a floor area of at least 30 square metres;
- The work is the erection, structural alteration or structural repair of a bridge, an earth-retaining structure or a water-retaining structure more than 3 metres high or of a silo, chimney or a similar structure more than 7.5 metres high;
- Work in compressed air is to be done at the project;
- A tunnel, caisson, cofferdam or well into which a person may enter is to be constructed at the project;
- A trench into which a person may enter is to be excavated at the project and the trench is more than 300 metres long or more than 1.2 metres deep and over 30 metres long;
- The work is the construction, over frozen water, slush or wetlands, of an ice road for vehicles, machinery or equipment; or
- A part of the permanent or temporary work is required by this Regulation to be designed by a professional engineer.

You must have a signed copy of the Notice of Project posted at the project or available at the project for review.

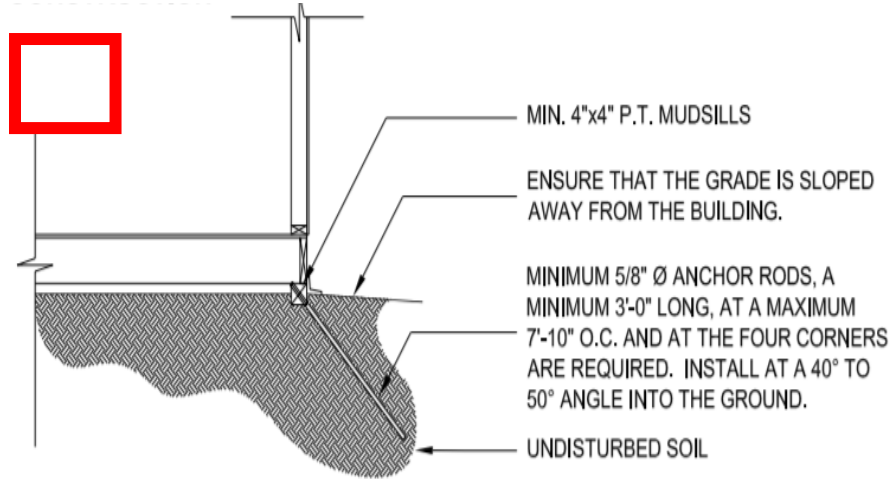
**Town of Fort Frances
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Foundation Selection

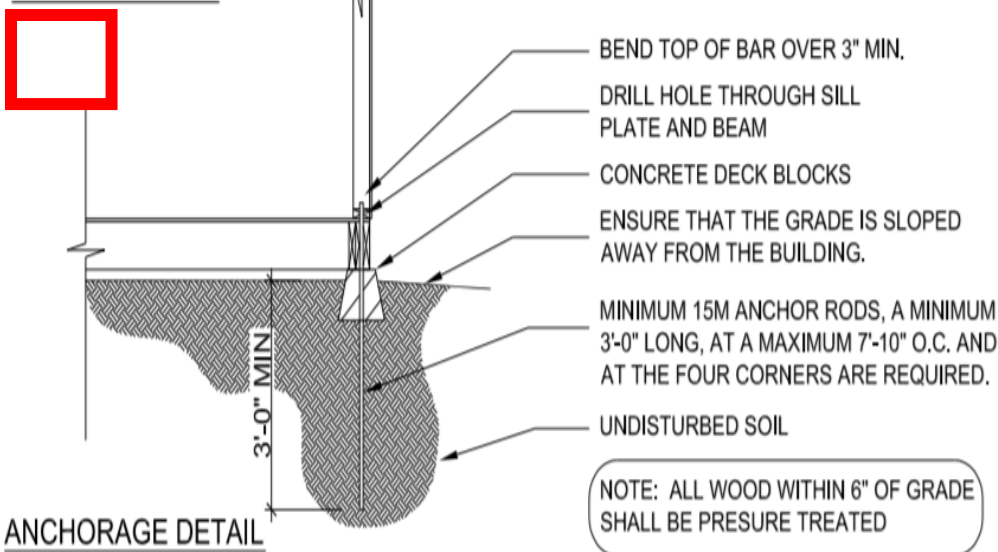


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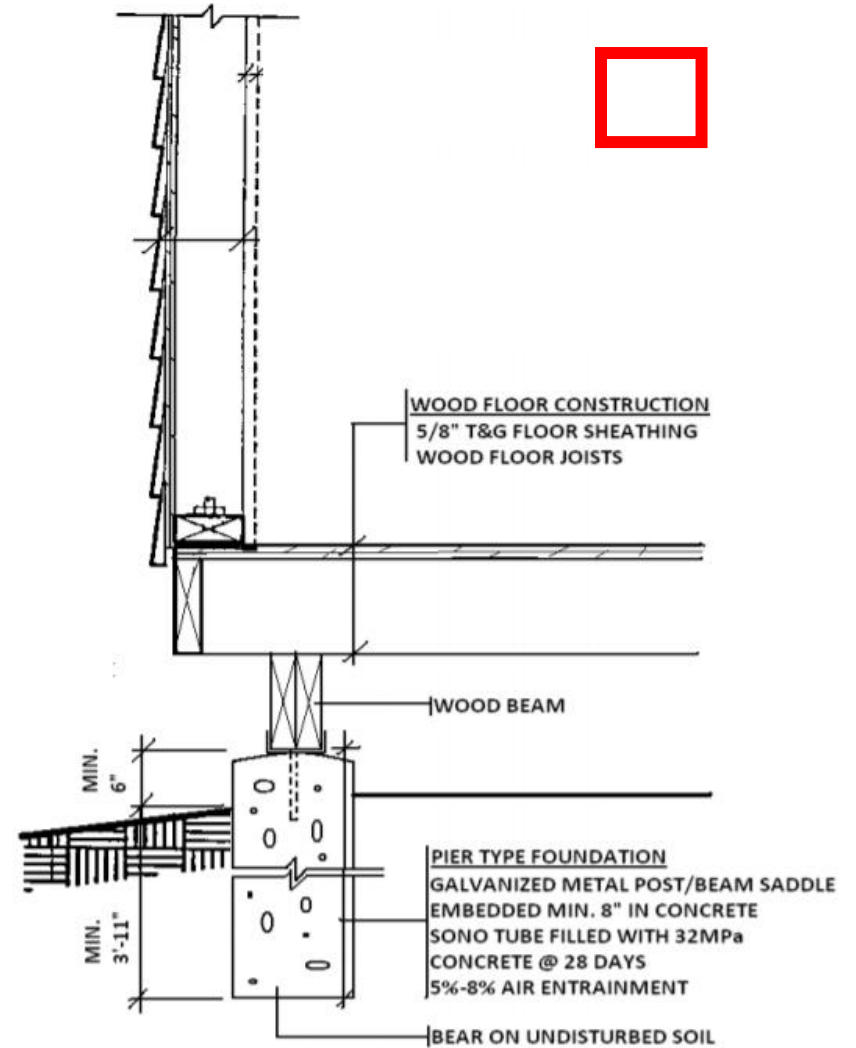
Foundation Selection



MUDSILL DETAIL

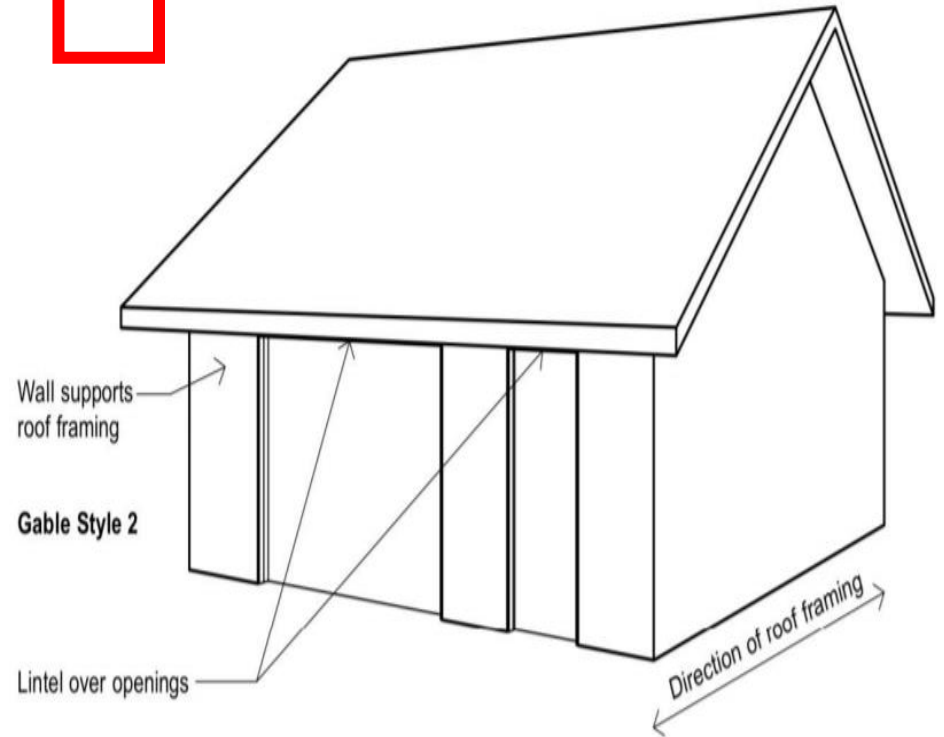
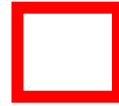
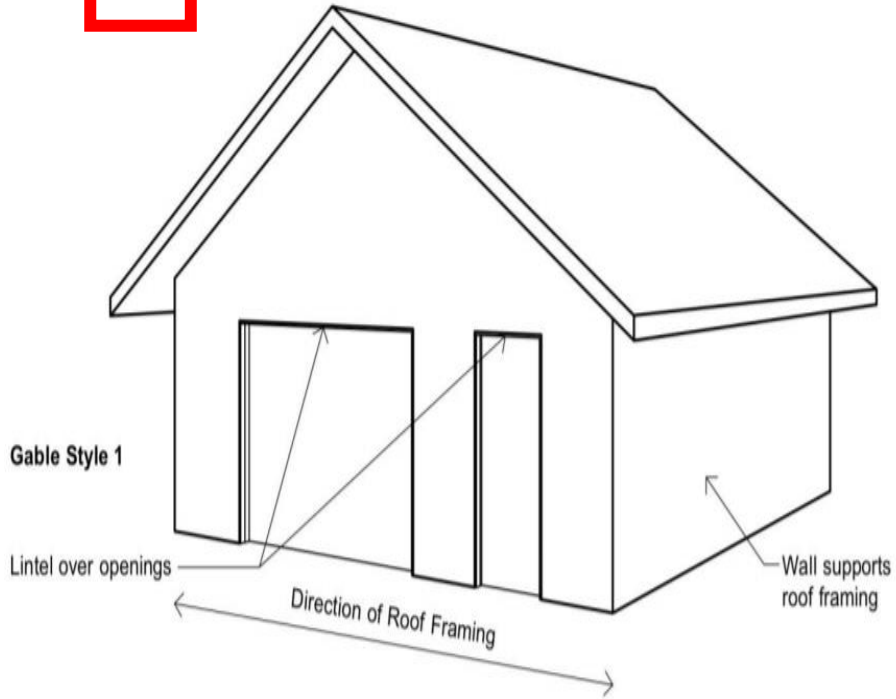
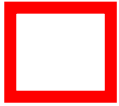


ANCHORAGE DETAIL



**Town of Fort Frances
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Door Configuration



Construction Details

| Garage Dimensions | |
|-----------------------------------|--|
| Width | |
| Depth | |
| Wall Height | |
| Roof Construction | |
| Roof Pitch | |
| Eaves Overhang | |
| Engineered Trusses | |
| Roof Rafters | |
| Ceiling Joists | |
| Roof Sheathing | |
| Wall Construction | |
| Wall Studs | |
| Wall Sheathing | |
| Header Construction | |
| Man Door Width = | |
| Windows Width = | |
| Overhead Door Width = | |
| Floor Construction (Sheds) | |
| Floor Joists | |
| Supporting Beam/Mud Sill | |
| Floor Sheathing | |

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Adding A Second Dwelling Unit?

DWELLING UNIT (DETACHED), SECOND

A self-contained dwelling unit located within an accessory building on the same lot as the principal dwelling and shall not be considered a second dwelling on the lot for the purposes of this By-law.

SECOND UNITS - General

A second dwelling unit may be permitted, in addition to the principal dwelling unit of a single detached and semi-detached dwelling, or within a building accessory to these subject to the following:

- a) Only one secondary dwelling unit will be permitted per lot;
- b) One additional parking space is provided for the exclusive use of the secondary dwelling unit;
- c) The external appearance of the front façade of the dwelling is not altered;
- d) The requirements of the Building Code and Fire Code are met;
- e) A lot will not have both a secondary dwelling unit and a garden suite;
- f) No secondary dwelling unit will be considered a stand-alone structure capable of being severed;
- g) Secondary dwelling units must not be limited by, nor included in, any density control requirement, including for example, number of dwelling units and unit per hectare counts;
- h) All secondary dwelling units shall be registered with the Planning and Development Division; and
- i) All secondary dwellings units shall be adequately serviced by municipal water and municipal sewer from the principal dwelling where it is determined that these services are suitable to meet the demand of the second unit as determined by the Operations and Facilities Division.

SECOND DWELLING UNIT (DETACHED)

In addition to the specifications outlined above, detached secondary dwelling units shall comply with the following:

- a) Detached secondary dwelling units may be permitted at grade or on the second storey but not both;
- b) Shall have a minimum gross floor area as outlined in the Ontario Building Code but shall not exceed 40% of the gross floor area of the principal dwelling. In the event of conflict, the minimum gross floor area shall apply;
- c) The accessory building in which the second unit is located shall not exceed 15 percent coverage of the total lot area;
- d) Unobstructed emergency services access shall be provided;
- e) Provision of address identification shall be posted facing street and laneway where applicable;
- f) Notwithstanding Section 3.2, when the secondary dwelling (detached) is located on the second storey, the maximum height of the accessory building shall be a minimum of 2 metres less than the principal dwelling; and
- g) May be permitted for home occupation use as per Section 3.11, provided that only one home occupation is conducted on the property

Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the Building Code Act.

| For use by Principal Authority | | | |
|--|-------------------------------|--------------------------------|-----------------------|
| Application number: | Permit number (if different): | | |
| Date received: | Roll number: | | |
| Application submitted to: _____ (Name of municipality, upper-tier municipality, board of health or conservation authority) | | | |
| A. Project information | | | |
| Building number, street name | | Unit number | Lot/con. |
| Municipality | Postal code | Plan number/other description | |
| Project value est. \$ | | Area of work (m ²) | |
| B. Purpose of application | | | |
| <input type="checkbox"/> New construction <input type="checkbox"/> Addition to an existing building <input type="checkbox"/> Alteration/repair <input type="checkbox"/> Demolition <input type="checkbox"/> Conditional Permit | | | |
| Proposed use of building | | Current use of building | |
| Description of proposed work | | | |
| C. Applicant Applicant is: <input type="checkbox"/> Owner or <input type="checkbox"/> Authorized agent of owner | | | |
| Last name | First name | Corporation or partnership | |
| Street address | | Unit number | Lot/con. |
| Municipality | Postal code | Province | E-mail |
| Telephone number () | Fax () | | Cell number () |
| D. Owner (if different from applicant) | | | |
| Last name | First name | Corporation or partnership | |
| Street address | | Unit number | Lot/con. |
| Municipality | Postal code | Province | E-mail |
| Telephone number () | Fax () | | Cell number () |

| E. Builder (optional) | | | |
|---|-------------|--|-----------------------------|
| Last name | First name | Corporation or partnership (if applicable) | |
| Street address | | | Unit number / Lot/con. |
| Municipality | Postal code | Province | E-mail |
| Telephone number () | Fax () | Cell number () | |
| F. Tarion Warranty Corporation (Ontario New Home Warranty Program) | | | |
| i. Is proposed construction for a new home as defined in the <i>Ontario New Home Warranties Plan Act</i> ? If no, go to section G. | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ii. Is registration required under the <i>Ontario New Home Warranties Plan Act</i> ? | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| iii. If yes to (ii) provide registration number(s): _____ | | | |
| G. Required Schedules | | | |
| i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities. | | | |
| ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system. | | | |
| H. Completeness and compliance with applicable law | | | |
| i) This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted). Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the <i>Building Code Act, 1992</i> , to be paid when the application is made. | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> . | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law. | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| iv) The proposed building, construction or demolition will not contravene any applicable law. | | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| I. Declaration of applicant | | | |
| I _____ declare that: | | | |
| (print name) | | | |
| 1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge. | | | |
| 2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership. | | | |
| _____ Date | | _____ Signature of applicant | |

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 2nd Floor. Toronto, M5G 2E5 (416) 585-6666.



TOWN OF FORT FRANCES BUILDING DEPARTMENT

AGENT OF RECORD LETTER

(If the Registered Property Owner is NOT the Applicant)

- Please Print -

If an agent is employed, the Owner(s) must complete the following:

I, (we) _____
(name(s) of the property owner)

Being the registered owner(s) of the subject property, hereby authorize

(name of agent and company name)

To prepare, submit and obtain a building permit, on my behalf, for the project at:

(property address)

Signature of Owner

Signature of Agent

_____/_____/_____
(day) (month) (year)