



## **ARE YOU BUILDING A NEW BUILDING/STRUCTURE?**

(Here's what you need to apply...)

### **1) Site Plan:**

- Show all buildings on the lot (if you have a Real Property Report [RPR], this should show all of the existing structures on your property).
- Show the location and dimensions of the structure you want to build. Make sure you include the distance of the building from at least 2 different property lines.
- Show any trees or shrubs you are going to remove. You should at minimum state their approximate location and whether they are coniferous or deciduous.
- If the structure you are building does not require a foundation, show the current drainage patterns of your lot on the site plan.

### **2) Floor Plan:**

- Show the layout and dimensions of your structure, including the entrances, windows, and steps. If the building is more than one storey or has a basement, make sure you show the layout and dimensions of the other floors.

### **3) Elevation Plan:**

- Show what the structure will look like from the outside, on all sides of the building.
- Show the height of the building from the ground to both eave line and the building peak. (If the structure will be on the lakeshore, please show the type of foundation you will be using).

### **IF YOUR BUILDING OR STRUCTURE WILL INCLUDE A FOUNDATION:**

#### **4) Grading/Drainage Plan (NOTE: A grading plan must be done by a qualified surveyor)**

- Show the current geodetic grades and drainage patterns.
- Show the geodetic site grades and drainage patterns planned for the property post-construction.
- Show the "Final Finished Elevation" of the structure to be construction. (A Final Finished Elevation is the grade of the main floor of the new structure).

**5) An Eavestrough Plan showing where the eavestroughs will be placed. This must include the location of the outfalls and the planned direction of rainwater flow. Eavestroughs must be positioned so that water exiting the eavestrough system will flow directly towards Pigeon Lake.**

However, the Summer Village may permit eavestroughs to flow towards the road if:

- the structure is a garage and/or guest suite that is on the side of the property facing the road,
- the property is on the lakeshore, and

- there is a culvert on the part of the road abutting the property.

The Grading/Drainage Plan must include a letter from a Professional Engineer licensed to practice in Alberta that declares that the proposed changes to the site drainage will not cause water to flow onto neighbouring properties.

NOTE: The Summer Village will accept a letter from another type of engineering professional, such as a P.Tech. or P.L.(Eng.), on a case-by-case basis. If you plan to obtain a letter from an engineering professional that is not a P.Eng., you must check with the Summer Village beforehand so that the Summer Village can do any required due diligence first.

#### **IF YOU ARE BUILDING A SOLAR PANEL:**

1) Provide a site plan showing the location of the house. If the panels will be on a different structure, then the plan must show that structure too.

*- On the site plan, you MUST show where the panels will be on the roof. Provide an outline of the panel area and the dimensions of the area.*

2) Provide construction specifications of the types of panels you will be using. Your contractor should be able to give you this information.

3) Provide a drawing showing the height and design of the panels, as to be actually constructed on the roof.

### **WHAT ARE THE SETBACK, HEIGHT, AND SITE COVERAGE REQUIREMENTS FOR A BUILDING/STRUCTURE?**

#### **Height:**

- House - 8m or 2 ½ storeys
- Any other building/structure: 5m or 1 ½ storeys

#### **Setbacks:**

- Side Property Lines: 2m each (note: the combined side setback must equal 10% of the width of your lot)
- Front (lakeside): 8m
- Rear: 6m (Note: If you are building a garage where the car doors do not face the road, the setback is 3m)
- NOTE: You cannot place an accessory building on the part of your yard that faces the lake

#### **Site Coverage Limits:**

- 30% of your lot size for structures more than 1m in height.
- 15% of your lot size for “impermeable surfaces” (e.g.: ground-level patios, walkways, parking pads)
- Note: You can only have 1000 sq.ft. (93 sq.m.) of site coverage for accessory buildings.

**NOTE: NEW PAVED DRIVEWAYS ARE NOW PROHIBITED UNDER THE LAND USE BYLAW. YOU MAY USE GRAVEL, GRASS, OR BRICK OR PLASTIC PAVERS THAT ALLOW WATER TO DRAIN INTO THE GROUND.**

### **WHAT BUILDINGS/STRUCTURES DO NOT REQUIRE A DEVELOPMENT PERMIT?**

- Any building that is less than 10 sq.m. in size and less than 1 storey in height
- Day-to-day maintenance or repairs to a building or structure that does not involve structural changes or changes to your exterior materials.

**(Example: Repairs to floorboards on a deck do not require a Development Permit. Changing your siding from wood to vinyl will require a Development Permit).**

- Landscaping if the changes to your landscaping do not change the drainage patterns
- Fences/gates/walls that are less than 0.9m (3 ft.) at the part of your property fronting the lake, and 1.5m (5 ft.) anywhere else on your property.
  - *However, please note that under the Land Use Bylaw, any Development Permit application for a taller fence will be automatically refused, and you will have to make an appeal to the Subdivision and Development Appeal Board (SDAB).*