

# **GARAGE and ACCESSORY BUILDINGS**

## **REGULATIONS & REQUIREMENTS**

*Provided for convenience only*

It is the property owner/builders responsibility to obtain current Bylaws and regulations

### **REQUIREMENTS**

As per the current City of Fort St. John Building Bylaw.

### **REGULATIONS**

#### **Garages**

In an R zone, the following regulations apply to attached garages:

1. The attached garage must not exceed the height of the dwelling to which it is attached.
2. The parcel coverage of the attached garage must not exceed the parcel coverage of the dwelling to which it is attached.
3. The parcel coverage of the dwelling and the attached garage combined with any other forms of parcel coverage must not exceed the maximum parcel coverage for the zone in which they are located.
4. The attached garage must meet the setback requirements for the principle building.

#### **Accessory Buildings & Detached Garages**

1. No accessory building, structure or use shall be permitted on any parcel unless the principle building to which the building, structure or use is an accessory has been erected or will be erected simultaneously with the accessory building, structure or use.
2. Where an accessory building or structure is attached to the principle building, it will be considered part of the principle building and must comply in all respects with the requirements of the bylaw applicable to principle buildings.
3. An accessory building must not be located in the front yard and must be located to meet the following minimum setbacks:
  - a) a minimum setback of 1 m from interior or 3 m from exterior side panel line; and
  - b) a minimum setback of 1.5 m from the rear parcel line; and
  - c) a minimum of 1.5 between accessory buildings.
4. In an R or RM zone the total floor area of an accessory building or buildings must not exceed 10% of the area of the lot or 90 sq. m whichever is less. The accessory building must not exceed the size of the principle building.
5. In an R or RM zone the height of a detached accessory building must not exceed 6.7 m or the height of the principle building, whichever is the lesser.
6. Any accessory building that exceeds 4.8 m in height shall increase side and rear yard setbacks by 0.3 m for every 0.3 m over 4.8 m in height of the accessory building.
7. For C, M and P zones an accessory building must have a minimum setback of 3 m from the parcel line adjoining an R, RM, or P zone.
8. On a corner parcel in all zones, an accessory building must be located not closer to the exterior side parcel line than the principle buildings on the lot.
9. Where an accessory building or structure is not attached to the principle building, the accessory building or structure must be setback a minimum of 1.5 m from the principle building.
10. Two (2) parcels may not be joined together at rear parcel lines in an R zone for the purpose of using one parcel for an accessory building
11. Accessory buildings must be constructed of similar exterior materials and colours as the principle building.

**FORM A**  
Application for Standard Building Permit

**Plan Processing Fee:**

- New Construction - \$125.00 **OR**
- Addition/Renovation up to 50m<sup>2</sup> - \$75.00
- Addition/Renovation 51m<sup>2</sup> or larger- \$100.00

**For Office Use Only:**

**Receipt No.**

1. Civic Address of Property: \_\_\_\_\_
2. Name of Owner: \_\_\_\_\_
3. Name of Authorized Agent (if applicable): \_\_\_\_\_
4. Type of Building:  SFD    Duplex    Manufactured Home    Multi-Family (4 or less dwelling units)
5. Type of Work:  New Construction    Addition    Alteration/Renovation    Detached Garage
6. If the Work is an Alteration/Renovation or Addition: Value of Construction will be \$ \_\_\_\_\_

**Declaration:**

I HEREBY AGREE to indemnify and keep harmless the City of Fort St. John and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said City and its employees in consequence of and incidental to, the granting of this permit, if issued, and I further agree to conform to all requirements of the Building Bylaw and all other statutes and bylaws in force in the City of Fort St. John.

Signature of Owner/ Agent: \_\_\_\_\_

Printed name of Owner/ Agent: \_\_\_\_\_ Date: \_\_\_\_\_

**Please include two (2) copies of the plan of the proposed building, addition, alteration or renovation.  
One (1) copy of the plot plan is to accompany this application.**

**For Office Use Only:**

<b>Legal Description:</b>			<b>Roll Number</b>		<b>Zoning</b>
Lot	Bk	Plan			
<b>Building Area:</b>					
Building Footprint:                      ft <sup>2</sup>		Second Storey:                      ft <sup>2</sup>	Total ft <sup>2</sup> =		
<b>Value of Construction:</b>			<b>Building Permit Fee:</b> (\$5 per \$1000 value of construction)		
Total ft <sup>2</sup> x \$240.00                      = \$		\$			
<b>Damage Deposit:</b>			<b>Landscaping and Paving Deposit:</b>		
\$			\$		
<b>Standard Building Permit Approved by:</b>			<b>Date Approved:</b>		<b>Building Permit No.:</b>

**SCHEDULE B**

**OWNER'S DECLARATION**

**BUILDING PERMIT No.** \_\_\_\_\_  
**DATE:** \_\_\_\_\_

**Owner's\* Information:**

Owner Name: (Please print)	Owner's Address:
Owner Phone Number:	<b>Civic Address of Property to Which Permit(s) is Sought:</b>
Owner Email Address:	Legal Description: Lot                      Block:                      Plan:

**Owner's Appointment of an Agent (if applicable):**

I declare that I am the Owner to the above referenced property and in accordance with Section 8 to the City's Building Bylaw, I hereby authorize:

Agent Name: (Please print)	Agent's Mailing Address
Agent's Contact Phone Number:	Agent's Contact Email Address:

**\* If there is more than one Owner for the subject property described above, the Owner named above acts on behalf of all other Owners.**

**Duties and Responsibilities:**

As Owner, I HEREBY AGREE to the following duties and responsibilities as set out below, as directed by the City of Fort St. John that include, but are not limited to;

1. Every Owner shall ensure that all construction complies with the Building Code, the City's Building Bylaw and all other applicable enactments as amended from time to time.
2. Every Owner to whom a permit is issued is responsible for the cost of repair(s) to damage to any municipal property that occurs during construction as authorized by that permit. Upon receipt of written notice from the City of damage or deficiencies to municipal property, the City shall undertake the repair(s) of the said property. The City will then deduct the cost incurred from the damage deposit in accordance with Section 26.1.2 of the City's Building Bylaw. If the cost of repairs to municipal property is greater than the damage deposit provided, the Owner shall pay the amount of the insufficiency to the City forthwith upon receipt of the City's invoice for that amount as per Section 26.1.3 of the City's Building Bylaw.
3. Deliver to the Building Inspector, records of the results of any tests of materials, if the tests are made to ensure conformity with the requirements of the Building Code or of the City's Building Bylaw.
4. The Owner shall give at least 24 hours notice to the City when requesting or scheduling an inspection. Requests may be made by calling City Hall at 250-787-8150 between 8:30am to 4:30pm Monday to Friday.

5. The following inspections are required:

Footings (prior to pouring concrete)
Foundation (prior to pouring concrete and survey required before inspection)
Services
Pilings
Grade Beam
Weeping Tile/ Damp Proofing/ Drain Rock
Underslab Plumbing (with air or water test)
Slab Seal
Rough In Plumbing (with air or water test)
Framing (prior to insulation/ siding and all plumbing/ mechanical and electrical work completed)
Insulation and Vapour Barrier (prior to all wall finishes)
Final Inspection for Occupancy Permit

6. When required, a Building Inspector may request the uncovering of previously covered work, at the Owner's expense, to ensure a proper inspection is performed and approval is attained.
7. Shall post the civic address on a property in a visible location at all times.
8. All material and equipment must be stored on your own property at all times.
9. Sidewalks and roadways must be kept clear of all mud and debris, and be cleaned daily.
10. All applicable City of Fort St. John bylaws must be followed and adhered to.

**Declaration:**

I HEREBY AGREE that neither the granting of a permit, nor the approval of the drawings and specifications, nor inspections made by the Building Inspector, shall in any way relieve the Owner from full responsibility for carrying out or having the work carried out in accordance with the Building Code, the City of Fort St. John Building Bylaw or any bylaws or statutes and regulations relating to any work or undertaking in respect of which this application is made.

I have read and understand the above:

Owner's Declaration is executed by the Owner this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
(day) (month) (year)

Owner's Signature:	Witness's Signature:
Owner's Name (print):	Witness's Name (print):
Authorized Agent Signature: (if applicable)	Witness Signature:
Authorized Agent Name (print):	Witness Name (print):