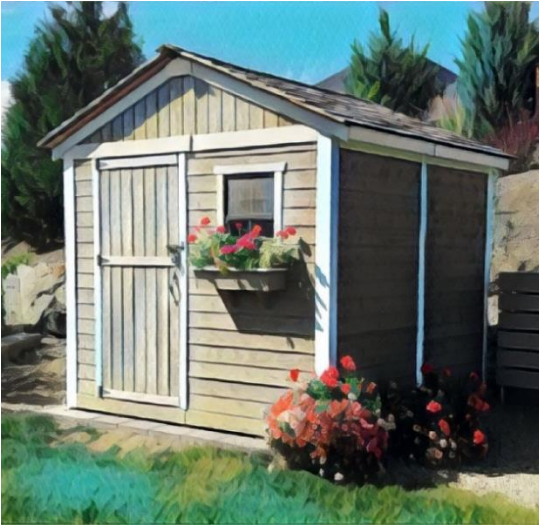




Accessory Buildings

Land Use Bylaw Requirements & Application Checklist

January 2025

Accessory Buildings

The City of St. Albert regulates accessory buildings in residential areas, as per Land Use Bylaw 18/2024, Section 3.44. Accessory buildings include any structure that is secondary to the principal on-site dwelling and is not otherwise identified in the land use

bylaw such as a garage. Typical accessory buildings include sheds, play structures, covered structures and landscape features. Development permits are only required if the accessory building is greater than 10.0 square metres in area. In addition, although an accessory building may not require a development permit, it must comply with the regulations set out in the land use bylaw, as indicated below.

Bylaw Requirements

An accessory building must not be:

- Located in a front yard.
- Located less than 1.0 m from side and rear property lines when located in a rear yard.
- Located less than 1.2 m from the side property line, and not located less than 1.5 m from the principal building when located in a screened side yard.
- More than 3.7 m in height above finished grade.
- In excess of the maximum allowable site coverage.
- Architecturally incompatible with the principal dwelling unit.
- Encroaching over a utility right-of-way or easement.*

Should your accessory building exceed 10 square metres in area, or a variance is necessary, a development permit is required. An application for a development permit will only be accepted once the application is deemed complete.

* An Accessory Building may be allowed to encroach onto a utility right-of-way or easement, however, all private utility companies must consent to the encroachment, and an encroachment agreement may be required and subject to a separate fee and review process.

Application Checklist

An application for a development permit will only be accepted once the application is deemed complete. A complete application includes the following:

- ☐ **Applicable fee.**
- ☐ **Completed development permit and building permit application forms.**
- ☐ **Owner's authorization form** (if the applicant is not the owner).
- ☐ **Certified copy of title and copies of any registered instruments that may affect development** (Caveats, Easements, Restrictive Covenants, etc.)
- ☐ **Two copies of a site plan, in metric, showing:**
 - The footprint/location of the accessory building and all dimensions.
 - All buildings, decks, and any other object that may be considered in the decision.

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- Any utility rights-of-way or easements.
 - All setback dimensions from the proposed structure to any property line and on-site principal building.
 - Additional information may be requested upon review.
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☐ **Two copies of the floor plan for each floor, showing:**

- Each room, labelled and dimensioned.
 - All window and door openings.
 - Any proposed interior alterations.
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☐ **Building elevation drawings that show:**

- An accurate depiction of the accessory building from at least one side including the type of exterior finishes, window and door openings, roof pitch, and overall height from the lowest point of the finished grade to the highest point of the roof.
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Please note that the Development Authority may require additional information to process your application.

Filing an Appeal

If your development permit application has been approved with a variance, the City must notify affected parties within a specified radius of the approval. Property owners affected by the decision have the right to appeal within 21 days of the receipt of the decision. A decision may also be appealed by the applicant if the Development Authority fails to issue a permit within 40 days, refuses the permit, or the applicant does not agree with the decision of the Development Authority.

Note: The information contained herein only applies to provisions as set out in the City of St. Albert Land Use Bylaw. Compliance with the Alberta Building Code is subject to a separate review process. It is the responsibility of the applicant to comply with any other regulation, code, or legislation not covered under the Land Use Bylaw.

Additional fees apply to file an appeal, encroachment agreements and building permit applications. The applicant does not have a right of appeal if the Development Authority fails to issue a Development Permit within 40 days if the applicant or owner has signed an extension agreement in accordance with section 684 of the **Municipal Government Act**.

For additional information or to apply, please contact:

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