

Filing an Appeal

If your development permit application is approved, or has been approved with a variance, the City must notify affected parties within a specified radius of the approval. Notwithstanding the above, be advised that radius notification is not required if located in the RX or RXL Districts as it is a Permitted Use. 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 Officer fails to issue a permit within 40 days, or the applicant does not agree with the decision of the Development Officer.

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 Officer 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:

Planning & Development

City of St. Albert
 2nd floor, 5 St. Anne Street
 St. Albert, AB T8N 3Z9

Phone: 780-459-1642
 Fax: 780-458-1974

Hours: Monday-Friday, 8:00 a.m. to 5:00 p.m.

Garage Suites

Land Use Bylaw Requirements &
 Application Checklist for Garage Suites

November 2018



Garage Suites

The City of St. Albert regulates Garage Suites in residential areas, as per Land Use Bylaw 9/2005, Section 8.12, "Dwelling, Garage Suite". Property owners who wish to build a Garage Suite are required to obtain a development permit. Only one Garage Suite is permitted on a lot with a single-detached house and must be located in a rear or side yard

A Garage Suite is accessory to the principal single-detached house, has an entrance separate from the vehicle entrance to the garage, and contains cooking, washroom, living, and sleeping facilities which are separate from those of the principal dwelling on the site.

Consideration should be given to privacy for the suite, the principal dwelling unit, and dwelling unit(s) on adjacent properties through the placement of windows, decks, and balconies.

Bylaw Requirements

A Garage Suite must not be:

- Within 1.8m from the side property lines; or meet the side yard requirements for the principal building within the subject district;
- More than 7.0m in height from finished grade; or 6.5m with a roof slope equal to or less than 2/12;
- Located less than 4.0m from the house;
- Located less than 1.0m from a rear yard when the door is not facing a laneway;

- Located less than 4.5m from the rear property line if access is to a laneway. The Development Officer may consider a lesser setback depending on the characteristics of the property;
- More than 75 sq. m. habitable net floor area;
- In excess of the maximum allowable site coverage;
- Architecturally incompatible with the principal dwelling unit;
- Subdivided from the principal dwelling so as to create a separate legal title for the garage suite; and
- Encroaching over a utility right-of-way or easement.*

* A Garage Suite 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

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 (minimum 1:100 scale) showing:

- The footprint of the dwelling with the proposed garage suite outlined;
- All buildings, decks and any other object that may be considered in the decision;
- Any utility rights-of-way or easements;
- All setback dimensions from the proposed structure to any property line and on-site principal building; and
- Existing and proposed site grades, and any special topographical features or site conditions.

Elevation Drawings that show:

- An accurate depiction of the garage suite from each 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.

Results of a Neighbourhood Consultation

Please note that the Development Officer may require additional information.