

# FREQUENTLY ASKED QUESTIONS

FOR MORE INFORMATION

# BUILDING AN ACCESSORY BUILDING

## How big a shed can I build? Do I need a development permit?

A development permit is not required given that the required setbacks are maintained, as long as the accessory building does not exceed 14.0 m<sup>2</sup> (150.7 sq. feet), and that the structure is within a residential or urban reserve district, and is not fixed on a permanent foundation or concrete pad.

## How long do I have to build my accessory building after I apply for a development/building permit?

If the development authorized by a permit is not commenced within twelve (12) months from the date of issuance, or carried out with reasonable diligence, the permit is deemed to be void, unless an extension to this period has previously been granted by the Development Authority. The maximum extension period shall be one year.

## What information do I need for my application?

- Application fee
- Development permit fee (varies)
- Application filled out with property owner/ applicants signature
- A site plan/sketch
- Certificate of title

## Town of Fox Creek Planning and Development

102 Kaybob Drive  
PO Box 149  
Fox Creek, Alberta  
ToH 1Po  
Phone: 780.622.3896  
Fax: 780.622.4247

## Hours of Operation

Monday to Thursday  
8:00 am - 4:30 pm  
Friday  
8:00 am - 1:00 pm

Visit [www.foxcreek.ca](http://www.foxcreek.ca) to download a copy of the application form.

[www.foxcreek.ca](http://www.foxcreek.ca)

This pamphlet has no legal status and cannot be used as an official interpretation of the various bylaws, codes and regulations in effect. Users are advised to contact the Planning and Development department for assistance as the Town of Fox Creek accepts no responsibility for persons relying solely on this information.

## Utility Safety Partners

Where's the LINE?

1-800-242-3447 or [UtilitySafety.ca](http://UtilitySafety.ca)

Utility Safety Partners will assist you in locating electric, oil-gas and communication lines



PLANNING AND DEVELOPMENT  
KEEPING YOU INFORMED



## SITE REGULATIONS

Development and construction in Fox Creek is regulated by the Land Use Bylaw. A Copy of the Bylaw can be found on the Town's website at [www.foxcreek.ca](http://www.foxcreek.ca) or can be purchased at the Town office.

A development permit shall not be issued for a development that encroaches in or over a utility easement or right-of-way without the written consent of the person whom the easement is registered to or the person whose utility line is located in the easement.

Each lot is unique, and the Development Officer would be happy to let you know what requirements apply to your property.

All Accessory Buildings must meet the provisions of the Alberta Safety Codes Act.

If the accessory building requires other permits such as gas, electrical etc. they are acquired through Superior Safety Codes 1.877.882.8777 or email [info@superiorsafetycodes.com](mailto:info@superiorsafetycodes.com)

Accessory Buildings shall not be used as dwellings.

## SITE REGULATIONS

### Site Coverage

- A garage/accessory building shall not exceed 70 m<sup>2</sup> (753.5 ft<sup>2</sup> in area) and no wall shall exceed 9.75 m (32.0 ft) in length.
- Shall not exceed one storey nor 5.5 m (18.0 ft) in height from the inside wall grade to the top of the roof, and shall not exceed the height of the principal dwelling.
- The total combined floor area of an accessory building shall not exceed 10% of the site area.

### Siting

- Accessory Buildings should be a minimum of 2.0 m (6.6 ft) from the dwelling.
- Shall not be in a front yard
- No closer than 0.5 m (1.6 ft.) to the rear or side of property line including building overhangs for all accessory structures

## APPLYING FOR A PERMIT

For more information on Development and Building permits, visit [www.foxcreek.ca](http://www.foxcreek.ca) to download a copy of the application form, or you can pick one up at the Town office.

### Utility Right of Way

A utility right of way is a registered easement on private land that allows the Town and Utility Companies the right to access the utilities or services that are buried within the right of way.

Permanent structures are not permitted to be built within a utility right of way.

For detailed information, contact the Planning and Development Department at 780.622.3896.