

# IMPORTANT INFORMATION

- Sheds and garages cannot be built on a utility right-of-way.
- Sheds and garages must be finished in materials that complement your home.
- The eaves of your shed or garage can project a maximum of 0.6m (2.0ft) into a required setback.
- If your shed or garage will have power and/or heat, an electrical and/or gas permit will also be required.
- Sheds or garages over 55.0m<sup>2</sup> (592.0ft<sup>2</sup>) will require an engineer-designed foundation.
- Soffits or drainage systems on your new shed or garage cannot direct water onto an adjacent property or a Lane.

# WHY ARE PERMITS REQUIRED?

Permits are here for your protection. Having the proper permits will ensure what is being built is safe and that the appearance and use is consistent with the context of your neighbourhood.

# QUESTIONS?

More information is available on our website at [www.westlock.ca/p/detached-garages-and-sheds](http://www.westlock.ca/p/detached-garages-and-sheds).

Planning & Development staff can also assist you with any questions you may have:



Call  
780-349-4444



Email  
[planning@westlock.ca](mailto:planning@westlock.ca)



In-Person  
10003-106 Street, Westlock, AB  
*\*Appointment recommended*



# BUILDING A SHED OR GARAGE

# REMINDER

For your safety, we strongly encourage that you have your utilities located for free by contacting Utility Safety Partners (Alberta One-Call) at 1-800-242-3447 before digging.

Note: This brochure is a general guide only. Additional information may be required.

*When you apply, personal information may be collected under the authority of the Alberta Freedom of Information and Protection of Privacy Act, the Municipal Government Act, or the Safety Codes Act. This information will be used to process your application(s) and your name and address may be included on reports available to the public. If you have any questions, please contact our office.*

# FREQUENTLY ASKED QUESTIONS

## DO I NEED A PERMIT?

You will need a Development and Building Permit if:

- Your shed or garage is 10.0m<sup>2</sup> (107.6ft<sup>2</sup>) or larger.

Small sheds (under 10.0m<sup>2</sup> (107.6ft<sup>2</sup>)) do not require permits.

## HOW LARGE OF A SHED OR GARAGE CAN I BUILD?

The size of shed or garage you can build depends on the size of your lot as well as the footprint of any existing buildings. Most residential lots have a maximum lot coverage of 40%. You can determine your lot coverage by adding the footprint of all buildings, including any decks over 0.6m (2.0ft) tall, and dividing that by your total lot area.

As each lot is unique, our Planning & Development staff can help you determine the lot coverage for your property as well as the maximum size of shed or garage you can build.

## HOW TALL CAN MY SHED OR GARAGE BE?

On residential properties, a shed or garage can be as tall as 4.6m (15.1ft). This is measured from grade to roof peak.

## HOW DO I APPLY?

To apply for permits for your deck, submit a complete application with all required submittals.

Application forms are available on the Town's website or at the Town Office.

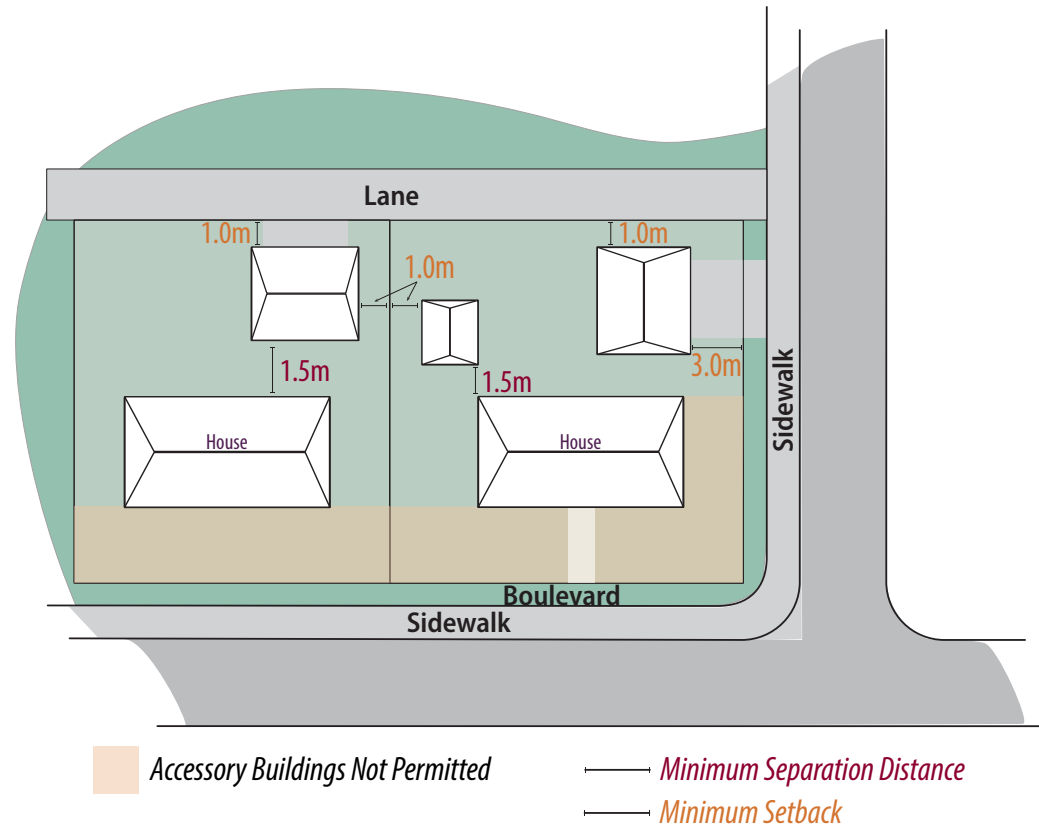
Additional information may be requested upon review, depending on the nature of your application.

## WHERE CAN I BUILD A SHED OR GARAGE?

Sheds and garages can be built in your side or rear yards, and cannot be built in your front yard.

Sheds and garages must also be a minimum of 1.5m (4.9ft) from any other building on your property, including your home.

The diagrams below illustrates the setback requirements for sheds and garages.



### REQUIRED APPLICATION SUBMITTALS

- Completed Development and Building Permit application forms
- Complete Accessory Building Details form
- Application fee
- Site plan (can be hand-drawn if legible) showing:
  - The proposed location and dimensions of the shed or garage
  - Your property lines and any existing buildings on your property
  - The distance of the shed or garage to your property lines and any existing buildings