

RESIDENTIAL ACCESSORY BUILDINGS

This guide has been prepared to provide information only and is neither a bylaw nor legal document. Should there be any discrepancy between this guide and the relevant City Bylaws and/or applicable Codes, the text of the Bylaws and Codes shall be the legal authority.

BACKGROUND:

The purpose of this guide is to assist the homeowner / builder or contractor with the Building Permit Application process to construct a detached residential accessory building. This guide will provide the public with information on the City of Langley's requirements for permits and inspections.

DEFINITION:

An accessory Building or Structure means: "a building or structure, the use of which is smaller, incidental and subordinate to that of a principal building or use situated on the same lot."

Detached buildings under 10 m² (107.64 ft²) do not require a building permit, however, must comply with the setback requirements set out in the City of Langley Zoning Bylaw for accessory buildings. All new construction and additions to existing buildings 10m² or larger require a building permit prior to commencing construction.

BUILDING PERMIT APPLICATION SUBMISSION

Building Permits are required when you wish to:

- ~ Construct a new accessory building, work shop or residential storage building;
- ~ Repair, renovate or add to an existing accessory building.

Applications are to include the following documentation:

- ~ A completed building permit application form;
- ~ A completed Form 1 – Owner's acknowledgement;
- ~ A title search (no older than 48 hours prior to the permit application);
- ~ Agent's Authorization form (if a building contractor is involved in the project);
- ~ Schedule B (is required when a Professional Engineer is involved in the project);
- ~ Form 2 – and copy of insurance (provided by the Professional Engineer as mentioned above);
- ~ 2 sets of building plans.

REQUIRED DRAWINGS:

The minimum size paper accepted will be 11"x17".
(Note: Lined or graph-paper will not be accepted, nor will plans drawn in pencil).

All plans submitted must be of an appropriate scale, with sufficient detail to establish compliance with the building code and City of Langley bylaws. The plans are to be legible and of suitable quality for digitization.

If you are unable to draw appropriate plans, then you must obtain the services of a qualified person.

For this type of permit, the necessary drawings and the minimum scale to be drawn in are as follows:

Site Plan: 1:100 or 1/8" = 1'0"
(The site plan is not a survey; however a survey may be used to create a site plan. A survey by a BC Land Surveyor may be required at the forms inspection to confirm the required setbacks to the property lines)

The site plan is to show:

- ~ Lot shape and size, with the setbacks (distances) from the building to the property lines;
- ~ North arrow;
- ~ Any easements, rights-of-way or water courses;
- ~ Driveway location, (existing or proposed);
- ~ Over-all building dimensions;

Foundation & Floor Plan: 1:50 or 1/4" = 1'0"

Elevation views: 1:50 or 1/4" = 1'0"

Cross section view: 1:50 or 1/4" = 1'0"

Truss layout: including point loads, sealed by the Professional Engineer.

It is the responsibility of the property owner to ensure the information complies with the current edition of the BC Building Code and City of Langley Bylaws.

Storm Drainage:

Rainwater down pipes may discharge to splash pads but not on to walking surfaces or driveway. Footing drainage must be connected to the City storm sewer system or where a connection is not available, an approved private storm drainage system (such as an infiltration gallery).

Driveway Addition/Relocation:

The addition or relocation of a driveway access may require Engineering Department approval.

Required Inspections:

- 1) **Forms Inspection:** on completion of the concrete form work but prior to placing concrete for the footings or foundation walls. (if a survey certificate was required to confirm the required setbacks to the property lines, it is to be on site for this inspection.)
- 2) **Drain Tile Inspection:** (required only when perimeter drainage is installed.)
- 3) **Framing Inspection:** to be called when all frame work, sheathing, and all electrical wiring has been

completed, but prior to the application of insulation or exterior cladding.

- 4) **Insulation Inspection:** required if thermal insulation and vapour barrier have been installed.
- 5) **Final Building Inspection:** when all construction is completed, including grading and before the building is occupied.
- 6) **Additional Information:**
 - 7) All contractors / trades people undertaking work in the City of Langley are to have a valid business licence with the City.
 - 8) **Note:** No excavation shoring, erection, alteration, enlargement, repair, removal or demolition of any building or structure or part thereof, shall be commenced or undertaken without a permit first being obtained from the City of Langley.

ZONING:

Setback Requirements

	FRONT	REAR	SIDE	EXTERIOR
RS-1	7.5m (24.61ft.)	1.5m (4.92ft.)	1.5m (4.92ft.)	4.5m (14.76ft.)
RS-2	7.5M (24.61ft.)	1.5m (4.92ft.)	3.0m (9.84ft.)	4.5m (14.76ft.)

Site Coverage:

The maximum permitted *lot coverage* for both RS-1 and RS-2 zoned properties is thirty-three percent (33%). **Lot Coverage** means the horizontal area covered by all buildings and enclosed structures and is expressed as a percentage of the *lot* area.

Location of Accessory Buildings:

In all Single-Family Residential Zones, an accessory building shall not be located closer to the front lot line than a principal building nor closer to a principal building than 1.0m (3' 4").

NOTE: Other than the following exceptions; *encroachment into a required setback, easement, right-of-way and/or restrictive covenant area is not permitted.*

Encroachment into required setbacks is permitted only for the following features:

eaves and gutters, cornices, sills, bay windows, sun shades, chimneys, steps or other similar features provided, such projections do not exceed 1.0m (3' 4") in depth.

- ~ **Easement(s), rights-of-way, restrictive covenant(s) areas:** Footings and overhangs are NOT permitted to encroach, unless otherwise noted in the Land Title Document registered with the Land Title Office.

Height Requirements:

Height is the vertical distance, measured from the "lowest" finished grade to the highest point on a flat roof, the average level between the eaves and ridge of a gable, hip, or gambrel roofed building or the deck line of a mansard roof. The maximum permitted height for an accessory building is **4.6m (15' 1")**



