



ARE YOU BUILDING A NEW BUILDING OR STRUCTURE?

(Here's what you need to apply...)

1) Site Plan:

- Show all buildings on the lot (if you have a Real Property Report [RPR], this should show all of the existing structures on your property).
- Show the location and dimensions of the structure you want to build. Make sure you include the distance of the building from at least 2 different property lines.
- Show any trees or shrubs you are going to remove. At minimum, you should show their approximate location, and whether they are coniferous or deciduous.
- If the structure you are building does not require a foundation, show the current drainage patterns of your lot.

2) Floor Plan:

- Show the layout and dimensions of your structure, including the entrances, windows, and steps. If the building is more than one storey or has a basement, make sure you show the layout and dimensions of the other floors.
- Show the location of your planned sump pump in your basement, and the location of the outfall.

3) Elevation Plan:

- Show what the structure will look like from the outside, on all sides of the building.
- Show the height of the building from the ground at both the eave line and the building peak.

(If the structure will be on the lakeshore, you must include your foundation plans in your drawings).

IF YOUR BUILDING OR STRUCTURE WILL INCLUDE A PERMANENT FOUNDATION:

4) Grading/Drainage Plan (NOTE: This must be done by an Alberta Land Surveyor or Professional Engineer [P.Eng.]

- Show the current and post-construction geodetic grades and drainage patterns on the site. This includes the drainage flows from any sump pump discharges.
- Show the "Final Finished Elevation" of the structure to be built. (A Final Finished Elevation is the grade of the main floor of the new building or structure).

The Grading/Drainage Plan must include a letter or declaration from a P.Eng. licensed to practice in Alberta which states that the proposed work, including the proposed changes to the site drainage:

- a) will not cause water to flow onto neighbouring properties, and
- b) will not negatively impact drainage patterns on neighbouring properties.

NOTE: The Summer Village will accept a letter from another type of engineering professional, such as a P.Tech. or P.L.(Eng.), on a case-by-case basis. If you plan to obtain a letter from an engineering professional that is not a P.Eng., you must check with the Summer Village beforehand so that the Summer Village can do any required due diligence first.

5) Eavestrough Plan

Show where the eavestroughs will be placed. The plan must include the location of the outfalls and the planned direction of rainwater flow.

Eavestroughs must be positioned so that water exiting the eavestrough system will flow directly towards Pigeon Lake if you are a lakeside lot, or towards the road ditch if you are a back lot.

The Summer Village may also allow your eavestroughs to flow towards the road ditch if:

- You are a lakeside lot;
- The structure is a garage and/or guest suite that is on the side of the property facing the road, and
- There is a ditch or culvert on the road abutting the property that can move drainage water away from your property.

IF YOU ARE BUILDING A SOLAR PANEL:

1) Provide a site plan showing the location of the house. If the panels will be on a different structure, then the plan must show that structure as well.

2) On the site plan, you **MUST** show where the panels will be on the roof. Provide an outline of the panel area, the dimensions of the area, and the distance from the roof lines.

3) Provide construction specifications of the types of panels you will be using. Your contractor should be able to give you this information.

4) Provide a drawing showing the height and design of the panels, as to be actually constructed on your roof.

WHAT ARE THE SETBACK, HEIGHT, AND SITE COVERAGE REQUIREMENTS FOR A BUILDING/STRUCTURE?

Height:

- House: 30 feet
- Guest House: 28 feet
- Garage: 18 feet
- Boathouse: 14 feet

Setbacks:

- Side Property Lines:
 - 10% of your lot width or $\frac{1}{2}$ the height of your building, whichever is greater, on both sides of the lot
 - Accessory buildings only: 1.5m
- Other Setbacks:
 - Front (lakeside) and Rear: 10m each

If you are building a garage:

- Front (lakeside) and Rear Setbacks: 6.1m each.
 - If your car door does not face the road, the minimum setback is 3m.

Site Coverage:

- 30% of your lot size

NOTE: If you are building a guesthouse, it must be placed in the rear yard of your property. If you are building a boathouse, it must be placed in the front yard of your property (the yard closest to the lake).

WHAT BUILDINGS/STRUCTURES DO NOT REQUIRE A DEVELOPMENT PERMIT?

- Any storage building that is less than 9 sq.m. in size, less than 3m in height, on the part of the property facing the road, and on skids
- Any children's play structures
- Landscaping if the changes to your landscaping do not change the drainage patterns and create less than 400 sq. ft. of hard-surfaced area on your property.
- Day-to-day maintenance or repairs to a building or structure that does not involve structural changes or changes to your exterior materials.

(Example: Repairs to floorboards on a deck do not require a Development Permit. Changing your siding from wood to vinyl will require a Development Permit).

- Fences/gates/walls that are less than 1m (~3 ft.) at the part of your property fronting the lake, and 2m (~6 ft.) anywhere else on your property.