

Pre-Approved Reference Model Guidelines

Building Permit Submission Guidelines – Site Plan for Detached ARU

Proposed Site Plan

All Building Permit Applications which rely on City of Richmond Hill's Pre-Approved Reference Models for Detached ARUs are required to be accompanied by a site plan, referenced to a current plan of survey, as per Building By-Law 19-24 subsection 4.3. The applicant is responsible for providing the site plan with the proposed Detached ARU shown on the subject property. The site plan should include the following information:

General

- A survey or site plan referencing a survey shall be provided to show lot size, dimensions of the property, lot area, coverage, existing rights of way, easements and municipal services.
- Compliance requirements for relevant applicable laws shall be shown on site plan. Approvals for applicable law are the responsibility of the property owner to obtain.
- Site alteration permit may be required if substantial changes are made to site and/or grading. Application and submission of a site alteration permit are the responsibility of the property owner.

Landscaping

- a minimum of 50% of the rear yard shall be soft landscaping.

Minimum setbacks

- The minimum rear yard setback shall be 1.2m. The minimum side yard setback shall be 1.2m.
- For corner lots, where the side lot line is flanking a street, the minimum setback of the accessory residential building from the flankage lot line shall be the setback of the principal dwelling from the flankage lot line.

Clear access path to dwelling unit

- A 1.0m hardscaped clear access path, with a minimum vertical clearance of 2.1m shall be provided from the entrance of the accessory residential building to the street. Clear access shall not be more than 45m from the street to the accessory residential building.
- Clear access path shall be free from encroachments. Driveway may form part of the clear access path.

Parking

- Number of parking spaces to be provided as per applicable zoning by-law, depending on the location of the property where the accessory residential building is proposed.
- A parking space shall be a minimum of 2.75m x 5.8m.
- number of covered bicycle parking spaces to be provided as per applicable zoning by-law, depending on the location of the property where the accessory residential building is proposed.
- A bicycle parking space shall be a minimum of 0.6m x 1.8m with 1.9m vertical clearance.

Sample Site Plan

