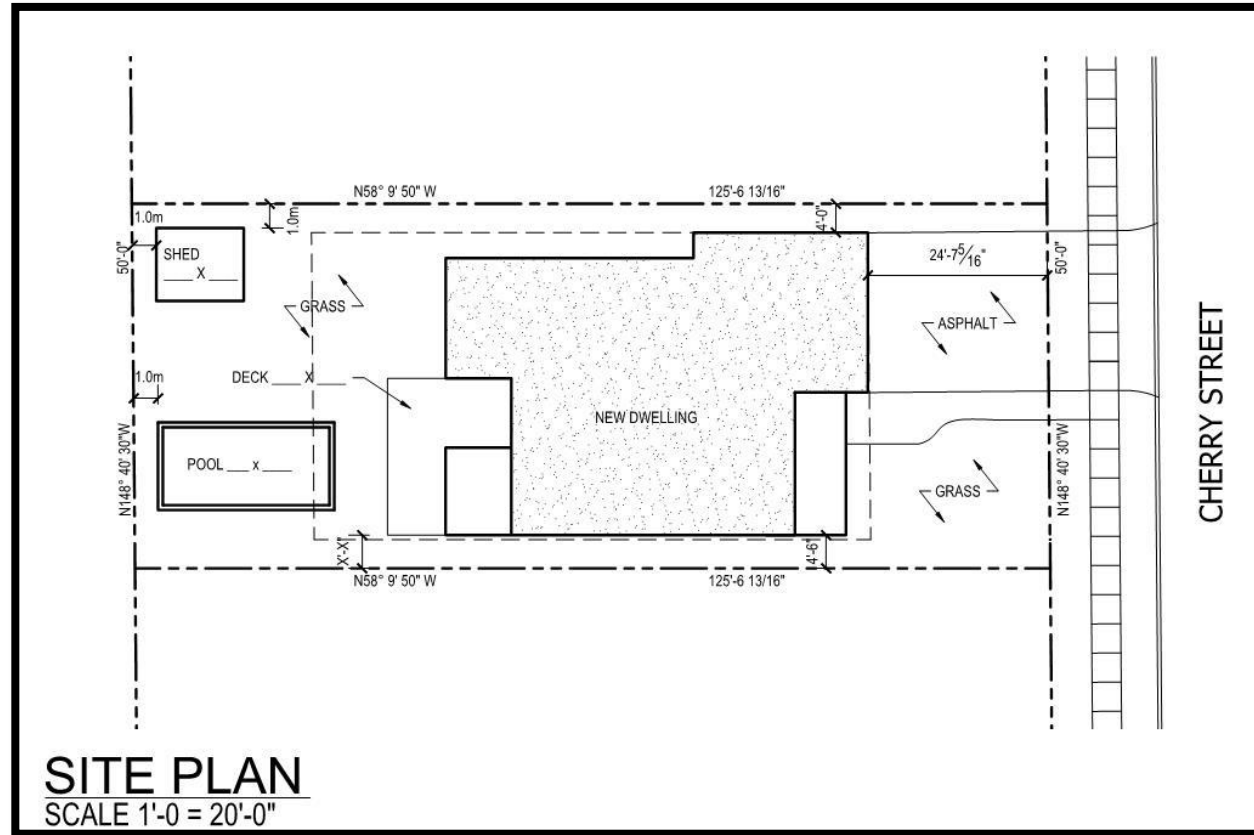


A site plan identifies building and other features in relation to property boundaries. The site plan should show the existing house, and any other structures as well as any proposed additions or new structures. Below is a sample of a Site Plan.



#### Contact us:

Building Services  
8:30am – 4:30pm Monday – Friday

82 Erie Street, 2<sup>nd</sup> Floor  
Stratford, ON N5A 2M4

519-271-0250 x345

[building@stratford.ca](mailto:building@stratford.ca)  
[www.stratford.ca](http://www.stratford.ca)

#### Other Helpful Contacts:

Ontario One Call:  
[www.on1call.com](http://www.on1call.com)  
1-800-400-2255

Electrical Safety Authority:  
[www.esasafe.com](http://www.esasafe.com)  
1-877-372-7233

Upper Thames River Conservation Authority:  
[www.thamesriver.on.ca](http://www.thamesriver.on.ca)  
519-451-2255

## Building a Garage or Shed

### Information Guide



The intention of this guide is to help homeowners and builders have a clear guide on the requirements for permits related to accessory structures such as detached garages and sheds. This information is not meant to be an exhaustive list and there may be other information required.

#### When is a permit required?

- When the building area of the structure is greater than 10 square meters (108 sf),
- If the garage or shed is attached to another structure, or
- If the garage or shed contains plumbing (i.e. pool shed)

#### What is needed for a permit to be issued?

- A completed application form, available on the City website,
- Site plan indicating the zoning information, locations and dimensions of the garage or shed in relation to existing buildings and property lines. Indicate lot area and amount of property covered by buildings (lot coverage).
- 2 sets of construction drawings that include plan view, elevations, section with related details, see example next page. As well if roof trusses are to be used provide engineered sealed designs with application.

#### What does it cost?

- Currently the fee for an accessory structure is \$112.37. Payment is required at time of application and we accept cash, debit, and credit cards for payment.

#### How long does it take to get a permit?

- The legislated timeframe for an accessory structure permit is 10 working days. Depending on volume of permits and quality of drawings permits for accessory structures are generally issued within 5 working days.

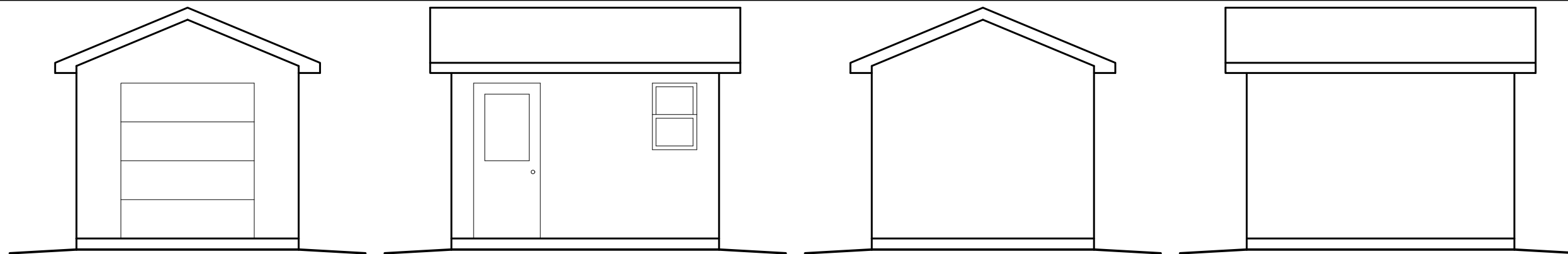
#### Zoning Information:

The City of Stratford online interactive GIS map will allow you to identify the zoning for your property. <https://maps.stratford.ca/public/>

Also available is our Zoning By-Law No. 201-2000 which contains information you will need to reference for setback and lot coverage requirements.

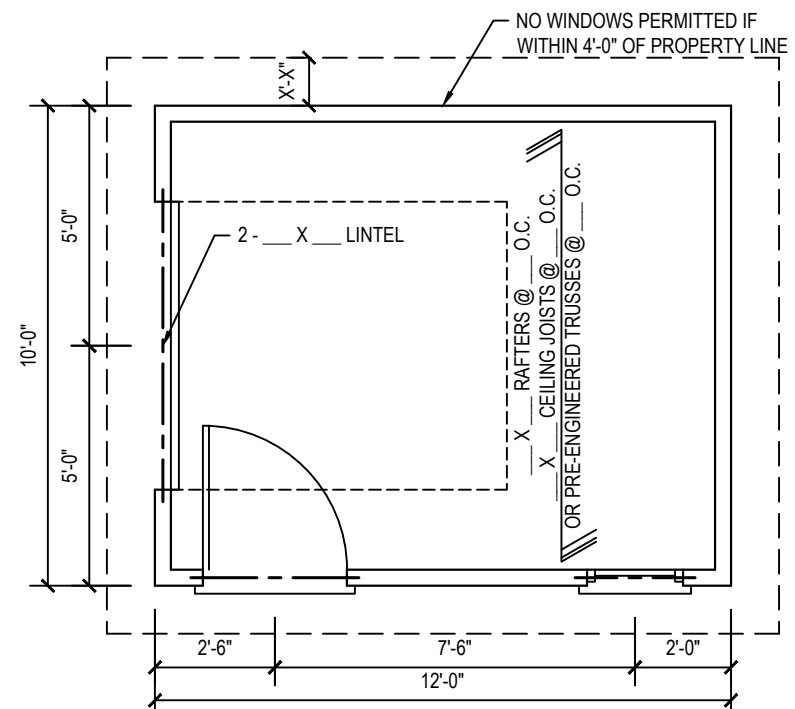
[https://www.stratfordcanada.ca/en/insidecityhall/resources/InfrastructureDevelopmentServices/Planning/Planning\\_Services/Zoning-By-Law-for-web.pdf](https://www.stratfordcanada.ca/en/insidecityhall/resources/InfrastructureDevelopmentServices/Planning/Planning_Services/Zoning-By-Law-for-web.pdf)

If you have any questions on zoning one of the City Planners would be happy to assist you in your questions.

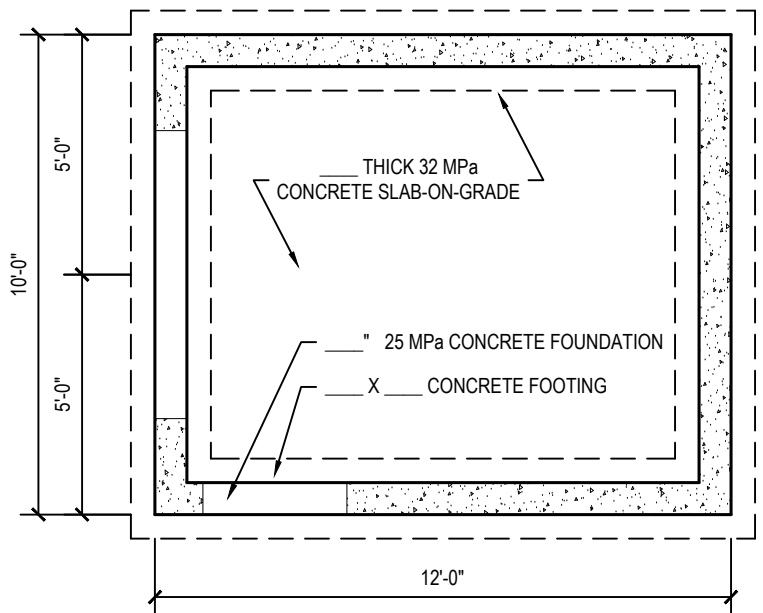


TRUE NORTH      CONSTRUCTION NORTH

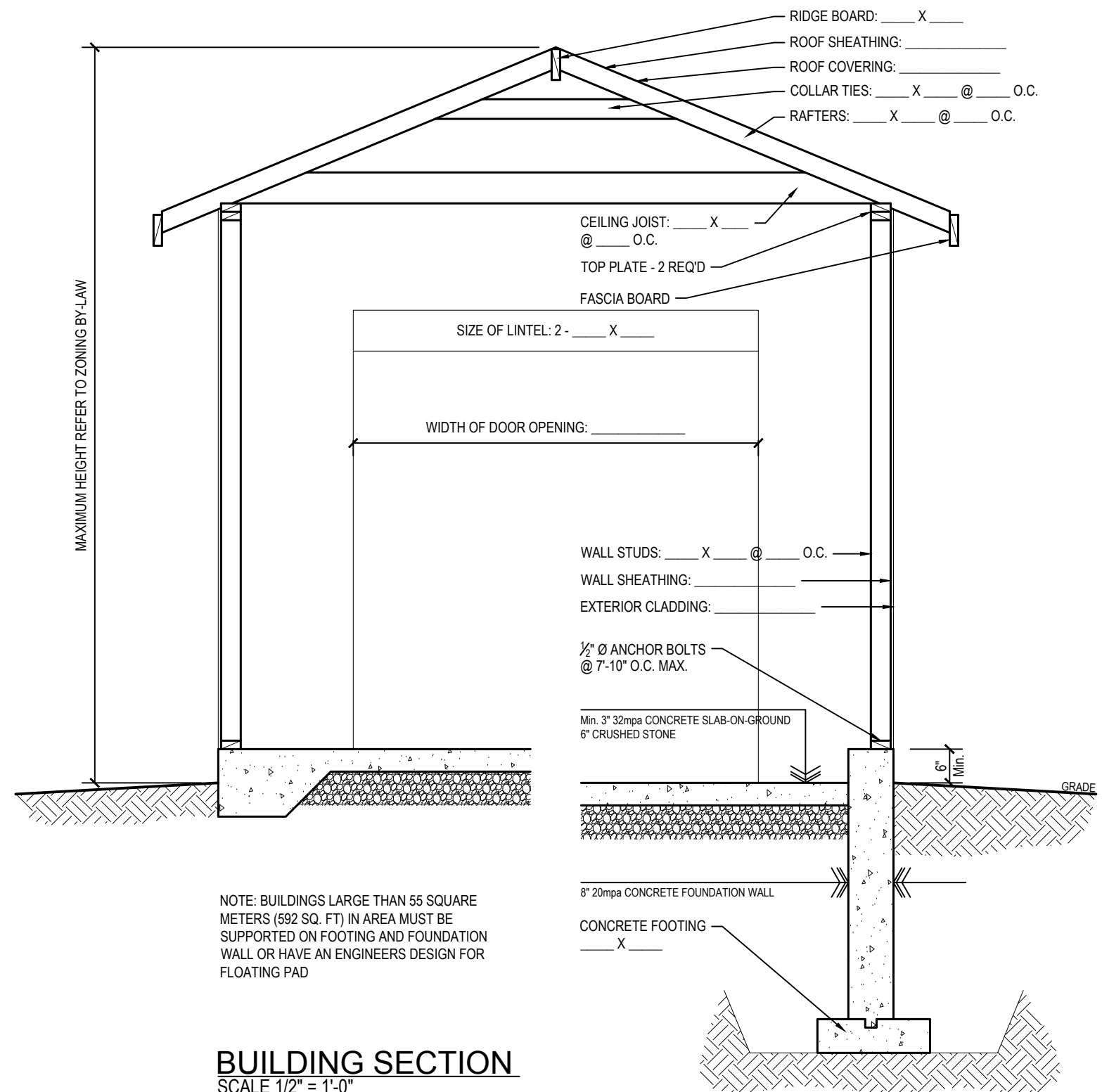
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  2. DO NOT SCALE DRAWINGS.
  3. ALL DIMENSIONS TO BE SITE VERIFIED BY THE CONTRACTOR PRIOR TO COMMENCEMENT OF CONSTRUCTION.
  4. NO INFORMATION ON THESE DRAWINGS SUPERCEDES THE REQUIREMENTS OF THE GOVERNING CODES INCLUDING THE ONTARIO BUILDING CODE.
  5. DIMENSIONS AND SPECIFICATIONS OF ROOF TRUSSES AND ENGINEERED FLOOR SYSTEMS ARE TO BE DESIGNED BY A PROFESSIONAL ENGINEER OR OTHER APPROVED AUTHORITY.
  6. NOTIFY THE DESIGNER OF ANY CONFLICTS AND DISCREPANCIES PRIOR TO CONSTRUCTION. THE DESIGNER DOES NOT ASSUME ANY LIABILITY FOR ERRORS OR OMISSIONS ON THESE DOCUMENTS UNLESS NOTIFIED IN WRITING PRIOR TO COMMENCEMENT OF CONSTRUCTION.



**FLOOR PLAN**  
SCALE 1/4" = 1'-0"



**FOUNDATION PLAN**  
SCALE 1/4" = 1'-0"



NOTE: BUILDINGS LARGE THAN 55 SQUARE METERS (592 SQ. FT) IN AREA MUST BE SUPPORTED ON FOOTING AND FOUNDATION WALL OR HAVE AN ENGINEERS DESIGN FOR FLOATING PAD

**BUILDING SECTION**  
SCALE 1/2" = 1'-0"



A	ISSUED FOR PERMIT	03/04/2019
NO.	REVISION	DATE

CLIENT:  
CITY OF STRATFORD

PROJECT:  
ACCESSORY STRUCTURE

LOCATION:  
SAMPLE  
STRATFORD, ON

DRAWING:  
**SAMPLE DRAWINGS**

DRAWN: COS	PROJECT #: 2019-002
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SCALE:  
AS NOTED

DATE:  
APRIL, 2019

**S1**