



Additional Housing Units

Planning & Development



DO I NEED A DEVELOPMENT PERMIT?

Yes: Development & Safety Code Permits are required for all new Additional Housing Units (AHUs). The Development permit requires approval prior to applying for your Safety Codes permits to ensure that it is in compliance with all Kneehill County Bylaws.

RULES AND SAFETY STANDARDS TO BE MET

There are four types of Additional Housing Units:

A Second Dwelling on lots 10 acres or greater may be allowed as a discretionary use in Agriculture Districts.

A Secondary Suite is a second self-contained dwelling unit within, or attached to, the single detached dwelling. The secondary suite shall be contained within a detached principle dwelling unit. It must have a separate entrance from the principle building, either from a common indoor landing or directly from the exterior. These are permitted in Agriculture Districts and are discretionary in Country Residential, Hamlet Residential, Hamlet General, and Ex Hamlet Districts.

A Garden Suite is a detached dwelling unit which is less than 1000 sq. ft. and is located on the same lot in close proximity to the principle dwelling and shall constitute part of the total allowed floor area for accessory buildings and total lot coverage. They may share services with the principle dwelling unit, such as road approaches, water, and wastewater. They shall not be subdivided from the principle dwelling unit. Garden suites are allowed as a discretionary use in Agriculture Districts.

Cluster Farm Housing means three (3) or more dwelling units which are located on farm land and are discretionary in Agriculture Districts.

WHAT TO SUBMIT

After a pre-application meeting held with the County Planning & Development Department, you will need to submit the following:

- ✓ Completed Development Permit Application form
- ✓ Site plan
- ✓ Application fee

Please note: This is not a complete list of requirements. For more detail, please contact the Planning and Development Department at 403.443.5541. Our staff would be happy to answer any questions you may have.



APPLICATION PROCESS

Meet with the Planning & Development Department.

Complete and submit a Development Application and fee.

Application reviewed by the Planning & Development Department.

If the proposed development contains discretionary uses, notification is made to the applicant, adjacent land owners and agencies. The application is then forwarded to the Municipal Planning Commission for decision.

Application Approved
(With Conditions)

Application Denied
(Reasons Stated)

An appeal may be made to the Subdivision and Development Appeal Board within 14 days of receiving notice. Please contact the planning & Development department for further information on the appeal process. 403.443.5541

Approved

Denied

Obtain any other permits you may require prior to Development. (e.g.: Sewage, Building, Electrical, etc.)



ADDITIONAL NOTES

All new structures must meet the minimum setback requirements as specified in the *Land Use Bylaw*. Size and height requirements also apply.

All Safety Code (Building, Electrical, Gas, Plumbing & Private Sewage) permits must be obtained as required.

An electronic copy of the Land Use Bylaw is located on Kneehill County's website at: www.kneehillcounty.com

For detailed and complete building code and fire regulations, please refer to the *Alberta Building Code* and the *Alberta Fire Code* website at www.municipalaffairs.gov.ab.ca or contact the Province of Alberta's Public Safety Division at 1.866.421.6929.

Reduce the risk of personal injury and property damage. Contact Alberta One-Call at 1.800.242.3447 and request to have the location of utilities marked.

All new housing units must meet the National Energy Code and a new home warranty is required.



Fees will be doubled for failure to obtain a development permit prior to construction.

For more information:

Web: www.kneehillcounty.com

Email: office@kneehillcounty.com

Telephone: 403.443.5541

Fax: 403.443.5115

Toll Free: 1.866.443.5541

