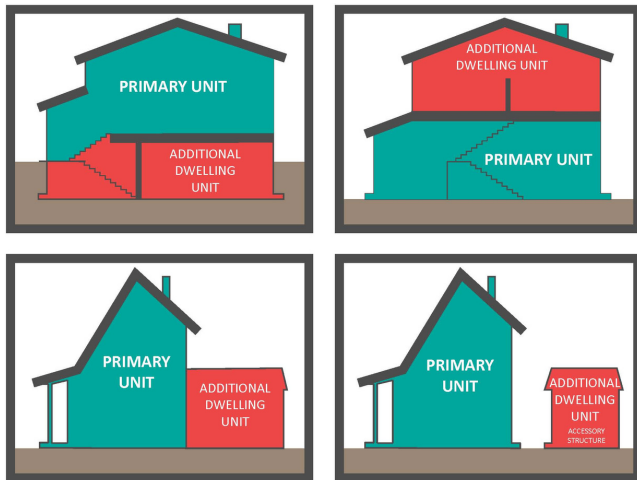


So You Want to Build an Additional Dwelling Unit?

An additional dwelling unit (ADU) is a self-contained residential unit with its own kitchen, bathroom facilities and sleeping area on a property that already has a house on it. It can be a space within a house like a basement apartment or in-law suite, or a separate building on the same lot.



GENERAL RULES

- The maximum gross floor area of the unit must be smaller or equal to the floor area of the principal dwelling.
- In the case where the unit is a separate structure, it must be within 40 metres of the main house.
- Additional dwelling units must share the same driveway entrance with the principal dwelling.

THINGS WE'LL LOOK AT WHEN REVIEWING YOUR APPLICATION

- Water: whether there is adequate potable water for your proposal and the impact to neighbouring properties
- Is there space on the property for the right size of septic/sewage system needed
- Parking

TYPES OF ADUS

BASEMENT OR LOFT APARTMENT

A second living space with bathroom and kitchen facilities in the main house.

GARAGE SUITE

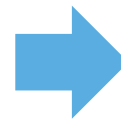
A separate living unit usually located in an accessory building with bathroom and kitchen facilities. Can be in a garage, a carriage house or other building. Other common names are laneway homes and granny suites.

STANDALONE RESIDENCE

A separate smaller home on the same property as the main house.

**WHAT YOU'LL
NEED TO PROVIDE
TO DEMONSTRATE
THERE IS AN
ADEQUATE
SUPPLY OF
POTABLE WATER**

*(not required for lots hooked
up to municipal water)*



EXISTING WELL OR WATER SUPPLY

Letter of Opinion
from a qualified
water professional
stating there is
adequate potable
water

NEW WELL

Full
Hydrogeological
Assessment

NOTE: For existing wells, if it can't be determined if there is an adequate supply of potable water, the professional may recommend a hydrogeological assessment. See the Standards for Hydrogeological Assessments posted on our website for full details on considerations around water.



**SOUTH
FRONTENAC**

7 Steps to Building an Additional Dwelling Unit



DO YOUR HOMEWORK

Review the [Homeowners Checklist to ADUs](#) and materials on our [website](#) to get a basic understanding of the zoning and Building Code requirements.

INTAKE FORM

Fill out a [Planning Intake form](#) on our website. Include a sketch of your project. A Planning team member will contact you to book a meeting.

PRE-APPLICATION MEETING (\$)

One of our Planners and Building Inspectors will meet with you to discuss what's needed for your project, including proof of adequate potable water.
Fee: \$150

SUBMIT YOUR APPLICATION (\$)

Gather all your required documentation and submit your application to get your zoning certificate.
Fee: \$370 or \$260 if you are on municipal water

PLANNING REVIEW

We'll review your application. If everything is in order we'll remove the holding overlay for water. If something does not comply, we may need more information or it may need to go to committee or council and take longer.

ZONING CERTIFICATE

We'll issue you a certificate confirming your project conforms with zoning. You have one year to finalize your building plans and apply for a building permit.

APPLY FOR A BUILDING PERMIT (\$)

Submit your building permit application. A building inspector will review your design and documents to make sure they meet the Ontario Building Code. Fees must be paid before the permit is issue.

QUESTIONS? Contact us at: planning@southfrontenac.net or building@southfrontenac.net, 613-376-3027, x2226 or see southfrontenac.net/adus. 01/24

