

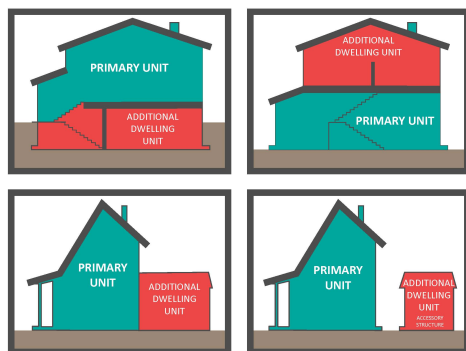


MUNICIPALITY OF  
**West Elgin**

**PLANNING REPORT 2022-05**  
**APPENDIX ONE: DRAFT WEBPAGE**

## Additional Dwelling Units/Second Residential Units

Additional Dwelling Units/Second Residential Units (also known as an ADUs, Second Units, accessory or basement apartments, secondary suites, carriage houses, laneway suites and in-law flats) are self-contained residential units with kitchen and bathroom facilities within dwellings or within accessory structures (for example, within a detached garage).



Please review the additional information below.

### **Where are Additional Dwelling Units (ADUs) Permitted?**

ADUs are permitted in residential areas within single detached dwellings (single unit dwellings) and/or within a building accessory to the said dwelling in accordance with Section 4.22 of the Zoning By-law, as detailed below:

#### 4.22 SECOND RESIDENTIAL UNITS

Where in this By-law a single unit dwelling is listed as a permitted use, a second dwelling unit shall also be permitted either within that dwelling or within a building accessory to the said dwelling subject to the following:

a) Where the second dwelling unit is located within the single unit dwelling:

- i) an independent entrance to the second dwelling unit from the street shall be provided;
- ii) the requirements of the Ontario Building Code shall be complied with;
- iii) a minimum height of 2.0 m shall be maintained where located in a basement or cellar;
- iv) a minimum of one parking space dedicated to the unit shall be provided.

b) Where the second dwelling unit is located within an accessory building:

- i) the requirements herein with respect to an accessory building shall be complied with;
- ii) the requirements of the Ontario Building Code shall be complied with;
- iii) the dwelling unit shall be connected to the municipal water supply system and the municipal sanitary sewage system where such services are available;
- iv) where connection to the municipal water supply system is not available, the dwelling unit shall be connected to an individual on-site water service capable of producing a minimum of 18.9 litres/ minute;
- v) where connection to the municipal sanitary sewage system is not available, the dwelling unit shall be connected to an approved individual on-site sewage service.
- vi) a minimum of one parking space dedicated to the unit shall be provided.

To review the Municipality of West Elgin Zoning By-law, please visit the Zoning webpage:

[Municipality of West Elgin Zoning By-law](#)

To confirm whether an ADU is permitted, please contact the Municipal Planner by referring to the contact information provided below.

## **Building Permit Required:**

Each building can have a different set of circumstances that may affect the design of an Additional Dwelling Unit. Part 9 of the Ontario Building Code (OBC) applies to the design and creation of ADUs. Specifically, the sections of the OBC listed below must be addressed while designing a proposed ADU:

- 9.4 – Structural Requirements
- 9.5 – Design of Area, Spaces and Doorways
- 9.7 – Windows, Doors and Skylights
- 9.8 – Stairs Ramps, Handrails and Guards
- 9.9 – Means of Egress
- 9.10 – Fire Protection
- 9.11 – Excavation
- 9.31 – Plumbing Facilities
- 9.32 – Ventilation
- 9.33 – Heating and Air-Conditioning

When a second unit is created, the OBC requires a distinct physical separation between the individual dwelling units. This can be demonstrated by submitting plans to the Municipality's Chief Building Official that confirm existing conditions meet the OBC requirements or that proposed new construction/renovation will meet the OBC requirements. A qualified designer will be able to assess the current construction of a building and prepare the appropriate drawings to accompany a building permit application.

To review information on building permits, please visit the Building Permits webpage:

[Building Permits](#)

To discuss building permits and the OBC, please contact the Municipality's Chief Building Official by referring to the contact information provided below.

### **Tiny Homes:**

Please note that tiny homes is not a defined term in the Ontario Building Code or the Municipality's Zoning By-law. If you are considering building a small home in your backyard, this would be considered a detached Additional Dwelling Unit. The Zoning By-law and Ontario Building Code regulate minimum dwelling unit size. Further, the Zoning By-law does not permit a motor home, recreational vehicle or trailer to be used as a dwelling unit. Please consult a qualified designer for specifics related to your project.

For more information on tiny homes, please refer to the Ministry of Municipal Affairs and Housing's Building or Buy a Tiny Home Guide, by visiting their webpage

[MMAH's Building or Buy a Tiny Home Guide](#)

### **Additional Provincial Resources:**

[Ministry of Municipal Affairs and Housing - Add a Second Unit to your House Guide](#)

[More Homes, More Choice: Ontario's Housing Supply Action Plan](#)

[MMAH's Housing Affordability Taskforce Report](#)

[Electrical Safety Authority - Ontario Electrical Safety Code](#)

### **Regional Resources:**

## St. Thomas and Elgin County Housing and Homelessness Services

### **Legislation:**

Planning Act

Ontario Building Code (Ontario Regulation 332/12 under the Building Code Act).

### **Additional Municipal Resources:**

Municipality of West Elgin Zoning By-law

Municipal Building Permits

## Contact Us

### **Bryan Pearce**

Planner

West Elgin Municipality

T. 519-785-0560 ext. 226

F. 519-785-0644

E-Mail this contact

Website

Map this Location

**Jackie Morgan-Beunen**

Chief Building Official

West Elgin Municipality

T. 519-785-0560 ext. 224

F. 519-785-0644

E-Mail this contact

Website

Map this Location

---

© 2020 Municipality of West Elgin

22413 Hoskins Line

Rodney, ON N0L 2C0

Phone 519-785-0560

Fax 519-785-0644

Contact Us