

# City of Yellowknife Planning and Lands Division Shed and Detached Garage Checklist



Property Information				
Owner Name				
Telephone(s)	Home:		Work or Cell:	
Email				
Civic Address				
Legal Description	Lot:		Block:	
			Plan:	
Applicant Information (if different from owner)				
Applicant Name				
Applicant Telephone(s)	Home:		Work or Cell:	
Applicant Email				
Development Information				
Existing development on site:				
Proposed development:				
Are you replacing an existing structure?				
Estimated start and completion dates:				
<b>SEE REVERSE SIDE</b>				

## Important Information about Garages and Sheds:

Constructing a Shed or Detached Garage more than 75 square metres (807 square feet) in area requires a Development Permit.

Replacing a structure previously approved by a Development Permit with a new structure of the same dimensions does not require this checklist.

Sheds less than 10 square metres (108 square feet) in area or 3 metres in height that are not permanently attached to the ground do not require this checklist.

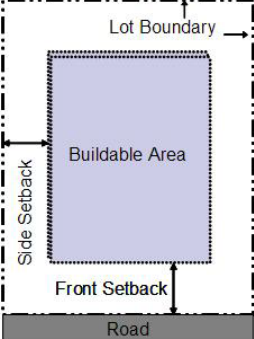
Detached garages and sheds located on corner lots require a minimum side yard setback of two metres on the flanking street side.

The face of the garage door must be located a minimum of 6 metres from any public right of way.

A Detached Garage or Shed may require a Development Permit at the discretion of the Development Officer.

Constructing a Detached Garage or Shed requires a Building Permit.

*Residents requiring assistance with this form may come to City Hall from Monday to Friday between 8:30 AM – 4:30 PM, OR call 920-5600 and ask to speak to a Planner/Development Officer, OR e-mail [permits@yellowknife.ca](mailto:permits@yellowknife.ca). Information is also available through the Planning and Development Department Website.*

Checklist	Information from Applicant
What is the floor area of the proposed structure?	_____ square metres
Is the proposed structure located at least one metre from the principle building?	YES: <input type="radio"/> NO: <input type="radio"/>
Is the structure located on a corner lot?	YES: <input type="radio"/> NO: <input type="radio"/>
Is the proposed structure located in the front yard?	YES: <input type="radio"/> NO: <input type="radio"/>
<p><b>Setbacks from Property Line:</b></p>  <p>The diagram illustrates a rectangular lot with a dashed line representing the 'Lot Boundary'. Inside the lot is a smaller rectangle representing the 'Buildable Area'. Arrows indicate setbacks: 'Side Setback' on the left, 'Front Setback' at the bottom, and 'Rear Setback' at the top. The front setback is measured from a shaded area labeled 'Road'.</p>	<p>Required Front Yard Setback: _____ Proposed Front Yard Setbacks: _____</p> <p><b>* Sheds and Detached Garages are not permitted in the front yard unless all of the requirements of Section 7.13.1 (d) of the Zoning By-law have been met</b></p> <p>Required Side Yard Setbacks: <u>1m</u> and <u>1m</u> Proposed Side Yard Setbacks: _____ and _____</p> <p>Required Rear Yard Setback: <u>1m</u> Proposed Rear Yard Setback: _____</p> <p>Principal Building Height: _____ Proposed Garage/Shed Height: _____</p> <p><b>* If the development requires a variance, you must apply for a Development Permit</b></p>
Does the shed or garage have an overhang (i.e. eaves) that projects into the required yard setback?	YES: <input type="radio"/> NO: <input type="radio"/> If YES, provide the projection: _____ metres
Are you within your maximum site coverage?	YES: <input type="radio"/> NO: <input type="radio"/> Maximum Site Coverage Permitted: _____% Total Site Coverage (with Garage/Shed): _____%
Will you be changing the grade or site servicing?	YES: <input type="radio"/> NO: <input type="radio"/> <i>If 'Yes,' attach related plans for Public Works review.</i>
<p><b>Describe the materials to be used:</b> * Please note that all new construction must be compatible with and complementary to other structures on the lot and the surrounding properties.</p>	

*I hereby certify that the information above is accurate and true. I acknowledge that submitting false or misleading information or constructing a structure that does not comply with the above shall render the required Building Permit null and void and the structure will be ordered removed.*

Applicant Signature: \_\_\_\_\_ Witness Signature: \_\_\_\_\_  
Date: \_\_\_\_\_ Date: \_\_\_\_\_

\*Checklists may be e-mailed to [permits@yellowknife.ca](mailto:permits@yellowknife.ca) for Planner/Development Officer review\*