

**I started building but I don't have permits.  
What do I do?**

Stop right away. Go to the Planning and Development Department and apply for Development and Building Permits. Wait until both permits have been issued before continuing construction.

**How long does it take to get a building permit?**

Permits are usually issued within 10 - 15 days of all necessary information being received.

**What is the Municipal Planning Commission (MPC)?**

The MPC is a board made up of public members and elected officials. It makes decisions on development applications for discretionary uses and variances outside of the Development Officer's authority.

**How can I get a Real Property Report?**

Check with the Planning and Development Department to see if there is one on file for your property, or contact an Alberta Land Survey company.

**Town of Whitecourt Planning and Development Department**

5004 52 Avenue  
Box 509

Whitecourt, Alberta T7S 1N6

Phone: 780.778.2273

Fax: 780.778.2062

Email: [planning@whitecourt.ca](mailto:planning@whitecourt.ca)

**Hours of Operation**

Monday to Friday

8:30 a.m. to 4:30 p.m.

Closed between

12 noon and 12:30 p.m.

[www.whitecourt.ca](http://www.whitecourt.ca)

**Alberta 1 Call**

Call before you dig

1.800.242.3447

Alberta 1 Call will assist you in locating electric, oil, gas and communication lines.

**BUILDING A GARAGE,  
CARPORT OR SHED**



PLANNING & DEVELOPMENT  
KEEPING YOU INFORMED.

FREQUENTLY ASKED  
QUESTIONS

FOR MORE  
INFORMATION



Garages, carports and sheds larger than 10m<sup>2</sup> need development and building permits.

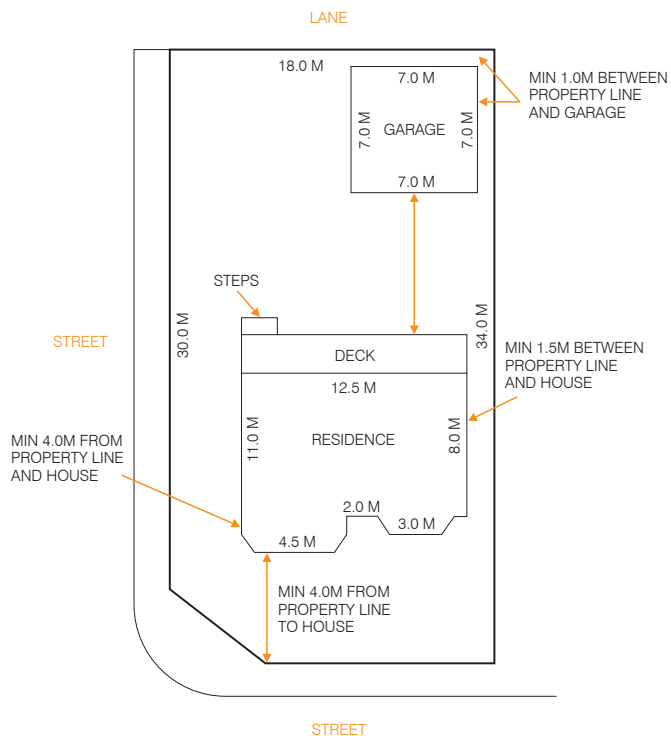
More information on Development and Building Permits is available in the brochure titled "Applying for Permits," available at the Town Office or at [www.whitecourt.ca](http://www.whitecourt.ca).

The combined area of all accessory buildings (garages, sheds, gazebos, carports and attached garages) can not exceed 85m<sup>2</sup> or 80% of the dwelling floor area, whichever is greater. Site coverage can not exceed the maximum for the Land Use District. The Planning and Development Department can give you information on your property's site coverage.

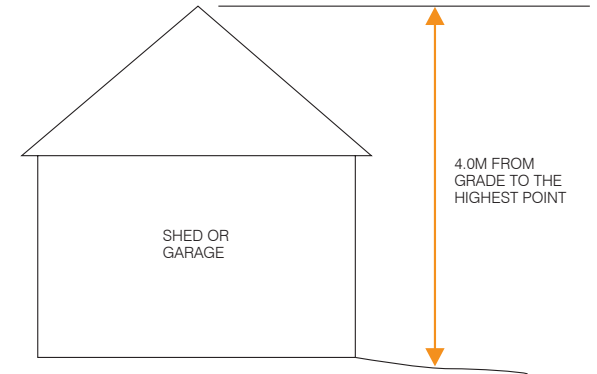
In residential districts, a detached garage can not exceed one storey, with a maximum height of 5.5m from the inside wall grade to the top of the roof. The minimum setback for a rear accessory building 4m or less in height is 1m and for an accessory building up to 5.5m in height, the minimum setback is 1.5m.

## PERMIT REQUIREMENTS

## SITE COVERAGE



- Garages and sheds must be located a minimum of 2.0m from the house or any attachments (ie. deck).
- Detached front garages or carports must not encroach on a required front yard and must be a minimum of 1.5m from any side property line.
- Rear garages or sheds can not be closer than 1.0m (1.5m for structures over 4m high to any side or rear property line, and can not be on an easement).
- Corner lots have special setback requirements.



## SITE COVERAGE

Electrical, plumbing and gas fitting permits can be obtained from any accredited Safety Codes Officer. Contact the Planning Development Department for a list of companies or visit the Town's website at [www.whitecourt.ca](http://www.whitecourt.ca).

## SAMPLE PLOT PLAN

## LOCATION OF RESIDENTIAL ACCESSORY BUILDINGS

## ADDITIONAL PERMITS