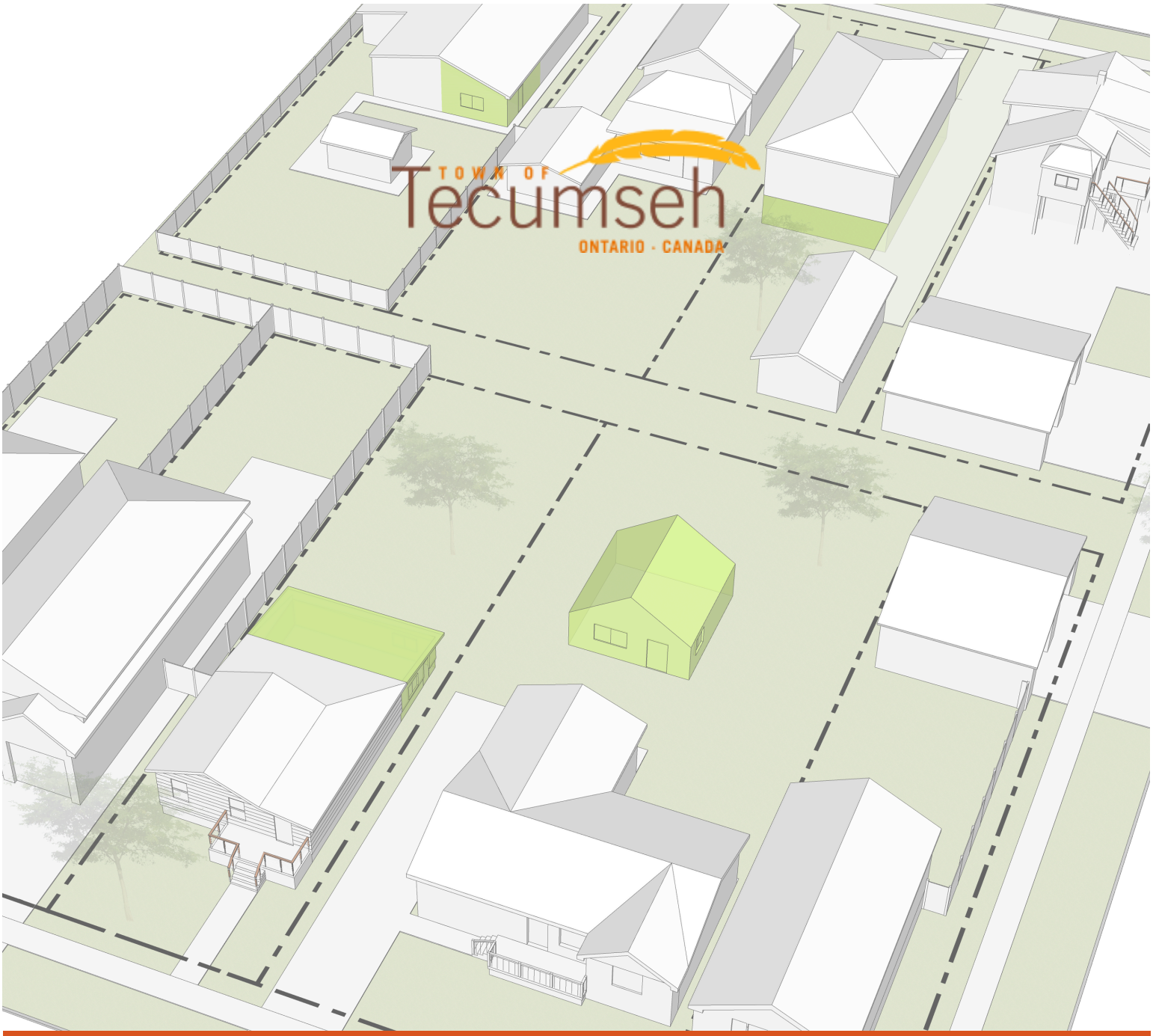


Additional Residential Unit (ARU) Guideline

TOWN OF TECUMSEH

December 10, 2024

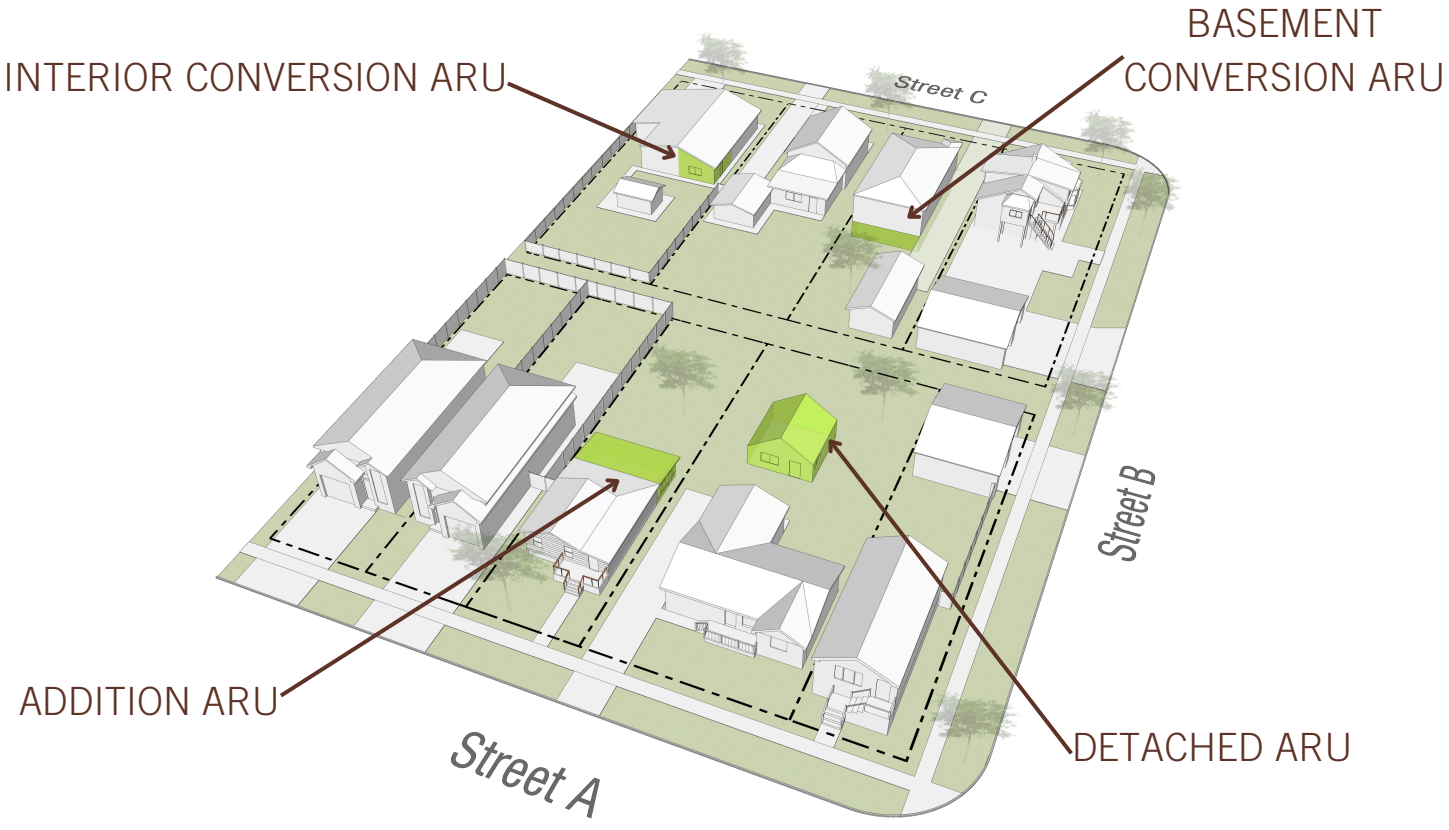
1.0 What are additional residential units (ARUs)?

An ARU is a self-contained dwelling unit located within the same building, or on the same lot, as an existing residential unit. Self-contained means that it has its own kitchen and washroom facilities, and a separate entrance.

There are four (4) main types of ARUs including:

- interior conversion to an existing dwelling to create a new ARU;
- basement conversion in an existing dwelling to create a new ARU;
- building a detached stand-alone new ARU; and
- building an addition to existing dwelling to create a new ARU.

They can be located within the interior of the existing house (for example in the basement), in an existing garage, or by constructing a detached “tiny home” on the property or as an addition to a single detached, semi-detached, or townhouse dwelling.



2.0 How many ARUs can I have and where can they be built?

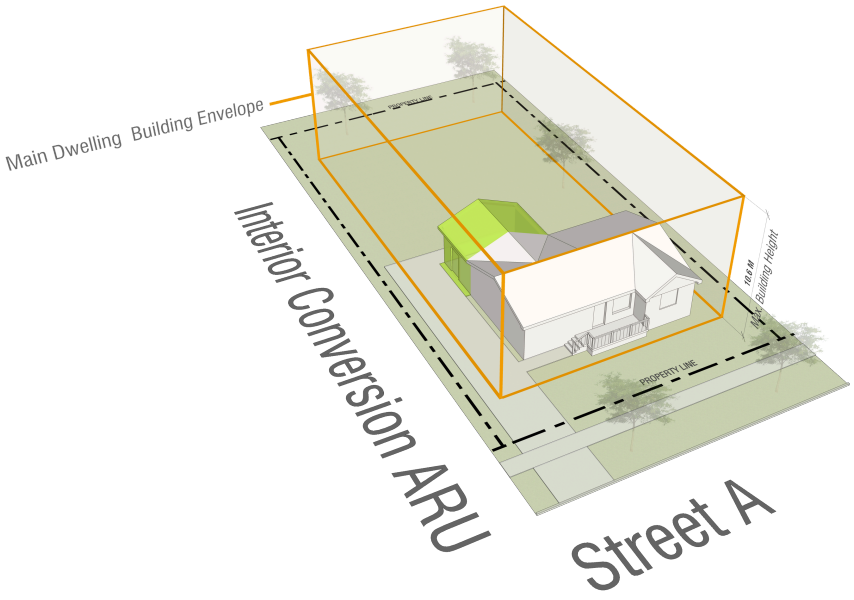
The Town of Tecumseh is encouraging this form of residential development to be constructed in the Town, to expand housing choices and to improve affordability for residents of all ages and income levels.

You can have up to 2 separate Additional Residential Units (ARUs) on a residential property where the zoning permits single detached dwellings, semi-detached dwellings, or street townhouse dwellings.

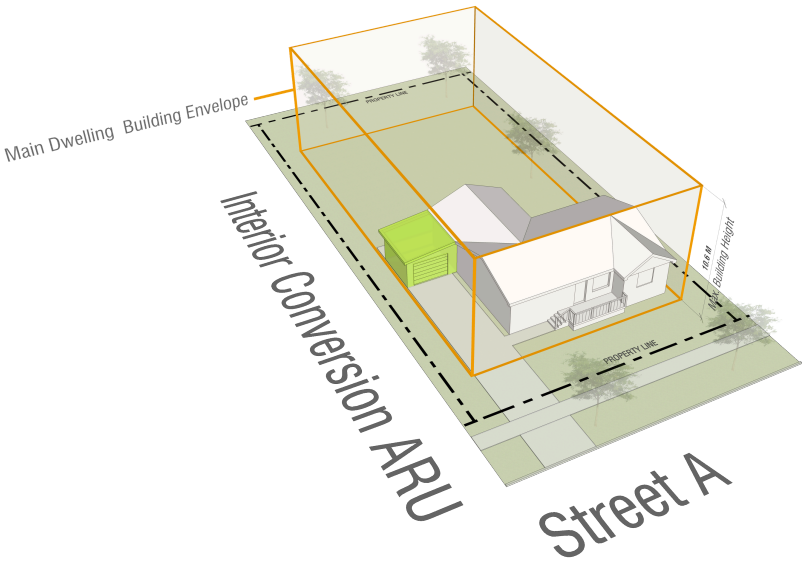
You can convert space in your existing home (including a basement, a 2nd floor, or an attached garage) to create a new ARU. You can also build an addition onto your existing home, or convert an existing detached garage, or build a new detached dwelling on your property, provided the new ARU meets the standards set out in the Ontario Building Code and the applicable zoning by-law regulations.

The following diagrams are intended to illustrate each of these ARU types and where they can be constructed on an existing residential lot in Tecumseh.

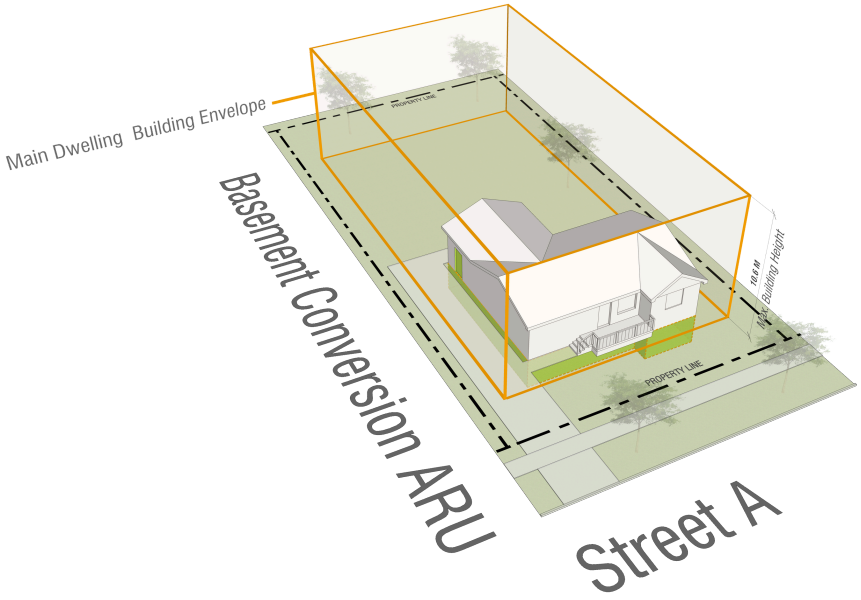
Type 1a: Interior Conversion in Your Existing Home to Create a new ARU



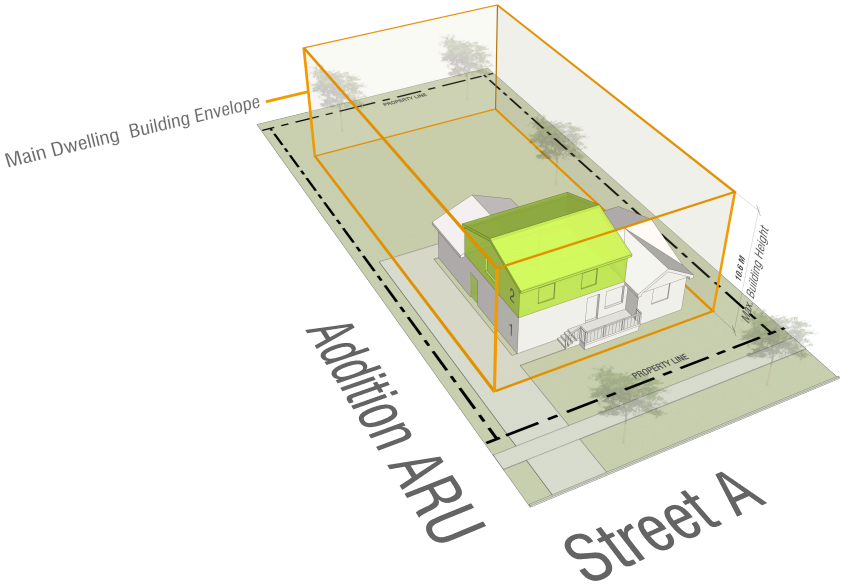
Type 1b. Interior Conversion in Your Existing Attached Garage to Create a new ARU



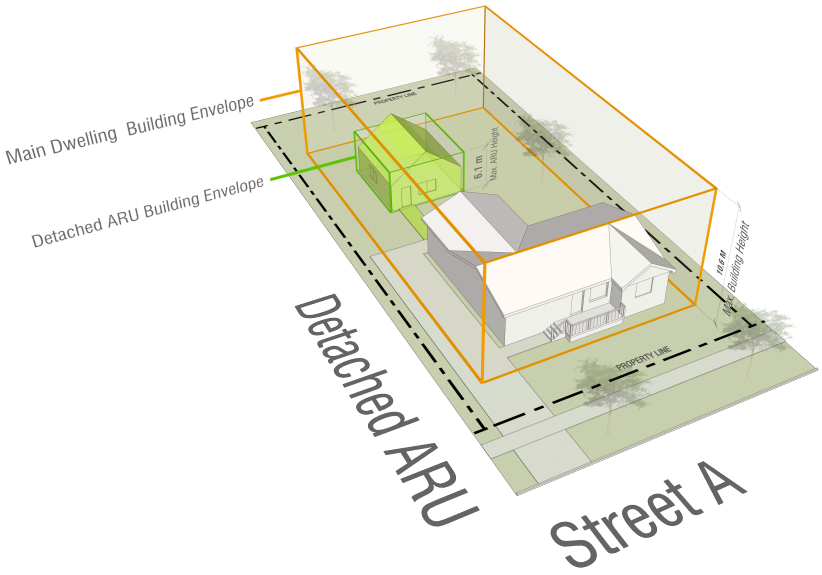
Type 2. Basement Conversion In Your Existing Home to Create a New ARU



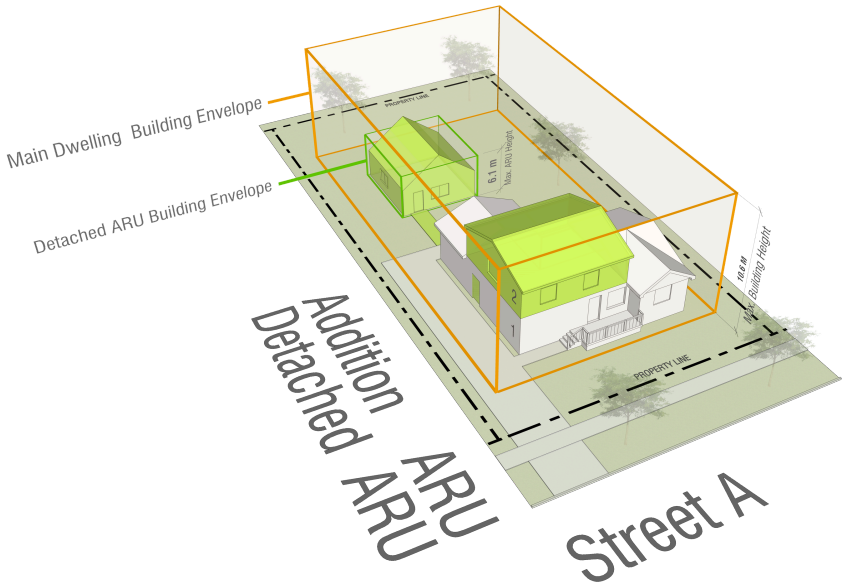
Type 3. Building An ARU As Part Of A New Addition To Your Existing Home



Type 4. Building An ARU In A Detached Structure On The Same Lot As Your Existing Home



Type 5. Building 2 ARUs On The Same Lot As Your Existing Home



3.0 What About Zoning and Building Code Regulations?

The Town of Tecumseh currently has three (3) zoning by-laws – By-law 1746 (for the former Tecumseh area), By-law 2065 (for the former St. Clair Beach area), and By-law 85-18 (for the former Sandwich South area).

These zoning by-laws establish land use regulations that apply to any ARU building project, including detailed information about maximum floor area, building height, and required setbacks from property lines. Learn more about Tecumseh's ARU zoning regulations by visiting www.tecumseh.ca/ARU.

A building permit is required for all ARU construction. The Ontario Building Code applies to the creation of all ARU units. It sets out requirements for building-related details including but not limited to room heights and sizes, fire separations, smoke alarms, window size and egress, plumbing, electrical, HVAC and lighting. The Building Code specifies the minimum size for any dwelling unit, whether it is existing or additional. For a bachelor style ARU (where the sleeping, living, dining, and kitchen areas are combined as one space) a minimum floor area of 13.5 square metres per OBC 9.5.8.1 is required.

4.0 What Fees and Costs Are Associated with ARUs?

There are costs associated with applying for and obtaining a building permit from the Town, purchasing building materials, undertaking site preparation/site alteration (as needed), extending water, electrical, sewage, and other utility service lines, and hiring any professionals needed to do the work. The following list is not comprehensive, and is subject to change depending on your specific circumstances, but some of the typical fees include:

Building Permit Fees

The cost of a building permit is determined by the size of the ARU, the amount of work done, and the type of building being constructed or renovated. For more information regarding ARU building permits, contact the Building Department by email at building@tecumseh.ca or by phone 519-735-2184 ext. 103.

Public Works, Utility Connection/Inspection Fees

Permits will be required for water and sewage service inspections and for other utilities. For more information regarding public works fees and charges, please contact the Public Works Department at by email at jhenderson@tecumseh.ca or call 519-735-2184 ext. 166.

5.0 Are there any programs to help offset the cost of constructing a new ARU in the Town of Tecumseh?

On December 10, 2024 the Town of Tecumseh passed By-law 2024-096 that exempted the construction of an ARU from the requirement to pay a building permit fee. This exemption is in effect until December 31, 2027, or until such earlier date that associated Housing Accelerator Fund funding is exhausted.

6.0 What do I need to submit to the Town to obtain a building permit for a new ARU?

Documents required for ARU within an existing house:

- Schedule 1 Designer Information Form filled out by a qualified designer.
- Existing floor plans for all floors within the house.
- Proposed architectural floor plans for the new ARU signed by the Schedule 1 designer.

Documents required for ARU with addition to existing house:

- Schedule 1 Designer Information Form filled out by a qualified designer.
- Proposed plan showing the location of the proposed addition.
- Existing floor plans for all floors within the house.
- Proposed architectural plans signed by the Schedule 1 designer including:
  - Proposed foundation and floor plans
  - Elevations
  - Wall/Building Sections
  - Floor joist and roof truss designs
  - Energy efficiency Design Summary (EEDS) form completed by the Schedule 1 designer.

Note: All required design drawings shall be to scale.

Documents required for converting an existing detached structure:

- Schedule 1 Designer Information Form filled out by a qualified designer.
- Proposed plan showing the location of the existing detached structure being converted to an ARU.
- Proposed architectural plans for the new ARU signed by the Schedule 1 designer including:
  - Proposed Floor Plan
  - Elevations
  - Wall/Building Sections
  - Energy Efficiency Design Summary (EEDS) form completed by the Schedule 1 designer.

Documents required when constructing a new detached ARU:

- Schedule 1 Designer Information Form filled out by a qualified designer.
- Proposed plan showing the location of the newly proposed detached ARU.
- Proposed architectural plans for the new detached ARU signed by the Schedule 1 designer including:
  - Proposed Foundation Plan
  - Proposed Floor Plan
  - Elevations
  - Wall/Building Sections
- Energy Efficiency Design Summary (EEDS) form completed by the Schedule 1 designer.
- Roof truss package complete with truss member reports stamped by a Professional Engineer and truss layout signed by the Schedule 1 designer. (Only required if using pre-engineered roof trusses)

Note: Additional documentation may be requested at time of application.

7.0 How do I connect to water, sewer, electricity, gas etc?

You will need to contact the appropriate service providers and, in some cases, a qualified professional that can advise if your current service connections can accommodate the increase in service use, or if you will need to pay to have your services upgraded. In most cases, you should be able to connect through the existing dwelling and/or directly to the street.

Listed below are some of the service providers:

- Town Water and Sewer: Email: jhenderson@tecumseh.ca or call 519-735-2184 ext. 166
- Electrical Services:
  - Essex Powerlines Corporation provides hydro service for customers located north of County Road 22. Phone: 519-737-6640
  - Hydro One provides hydro service for customers located south of County Road 22. Phone: 1-800-434-1235
- Natural Gas Services: Enbridge Gas Phone: 1-888-774 -3111.

8.0 Will my ARU affect my property taxes?

Yes, your property taxes will increase when you create an ARU. General information regarding assessment and property taxes is provided by the Municipal Property Assessment Corporation (MPAC).

You may contact MPAC at:

1695 Manning Road, Unit 195
Tecumseh (Ontario) N8N 0H5
Phone: 1-866-296-6722

9.0 Does my ARU need a separate address?

No, a new municipal address will not be required for ARUs created on the same property as an existing dwelling.

However, a new unit number must be created to ensure the safety of people residing in all dwelling units. A new unit number will be added to your existing property at the time that a building permit is issued for your new ARU unit.

10.0 Can an ARU be severed and sold separately?

An ARU provides an additional dwelling unit on a property where a primary dwelling unit already exists. It cannot be severed and sold separately from the primary dwelling unit.

11.0 Do I need to provide additional parking spaces for an ARU on my property?

In addition to the parking required for the primary dwelling on the property, one parking space for each addition ARU is required. For example, a single detached dwelling with a basement apartment ARU will require a total of 3 parking spaces on the property.

12.0 Do I need insurance on my ARU?

Yes. You will need to contact your individual property insurance provider for quotes and information on insurance coverage for your ARU.

CONTACT US

To get more information about building a new ARU on your existing property, please contact:

Paige Docherty

pdocherty@tecumseh.ca

519-735-2184 ext. 182

Website:

www.tecumseh.ca/ARU

Address:

917 Lesperance Road

Tecumseh, ON N8N 1W9

FOLLOW US AT: @TOWNOFTECUMSEH