



# Village of Senneville

## Senneville-sur-le-Parc residential development

### Summary of planning by-laws

**NOTE: The owner and professionals are responsible for consulting the entirety of the applicable planning by-laws. The present document includes only the main standards.**

By-laws related to planning and to migratory birds are available on the Village's website: [www.villagesenneville.qc.ca](http://www.villagesenneville.qc.ca). The Senneville-sur-le-Parc development is located in zone RED-01 of the zoning plan.

#### PART 1: HOUSES

### 1. What are the main authorized dimensions for a house?

Maximum site coverage ratio for a house: 25% of the lot  
(% land occupancy by the house, including attached garage)

Floor area of the house (including attached garage):

- 1-story house (min./max.): 130 m<sup>2</sup> / 325 m<sup>2</sup>
- 2-story house (min./max.): 90 m<sup>2</sup> / 325 m<sup>2</sup>

**Note:** in case of discrepancy, the site coverage ratio takes precedence over the maximum floor area. Example: on a 1000 m<sup>2</sup> lot, the maximum site coverage ratio for the house would be 250 m<sup>2</sup> (20% site coverage), even though the maximum floor area is 325 m<sup>2</sup>.

Minimum width of house:	7.5 metres
Number of floors (min./max.):	1 to 2 floors
Height of house (min./max.):	6 to 11 metres (highest point)

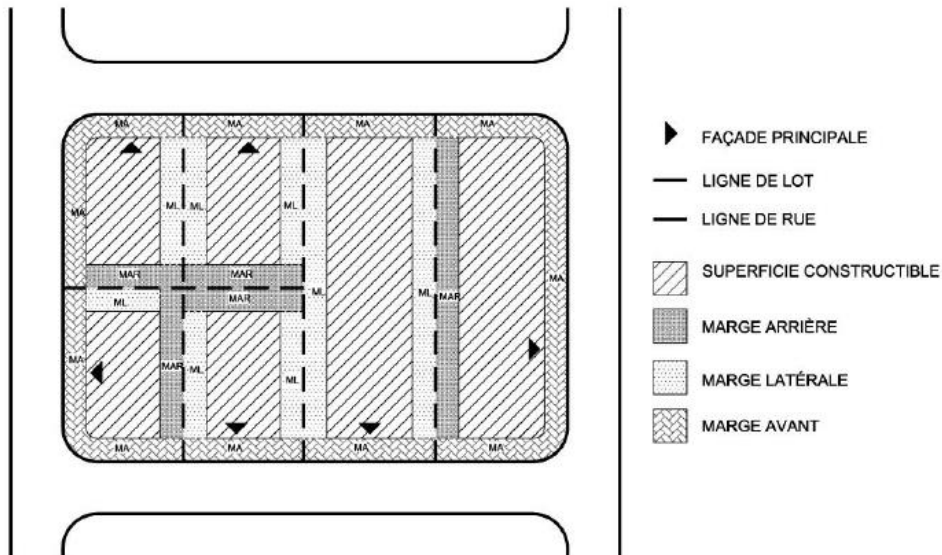
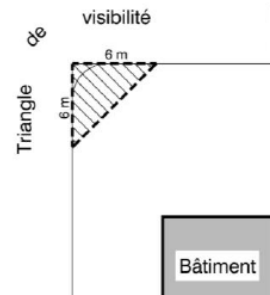


## 2. What are the allowed setbacks (distance from lot lines)?

Minimum front setback:	8 metres
Minimum lateral setback:	3 metres
Minimum rear setback:	10 metres

If the lot faces more than one street, the front setback (8 m) applies to both street frontages. However, it may be reduced to 4 metres on the lateral side facing the second street.

Note that 6 metres of clearance (visibility triangle) must be kept free of all structures when a lot faces more than one street.



## 3. What are the standards for an attached garage?

An attached garage is part of the house (main building), and therefore the standards for the house also apply to the attached garage. In addition, the width of the garage cannot exceed 75% of the width of the house. A maximum of 4 garage doors are authorized (with a maximum door height of 3.1 metres). The garage may be converted into living space, in which case garage doors must be removed and replaced by openings.



#### **4. What are the construction standards for houses?**

It is the responsibility of the contractor (including an owner-builder) and the professional who signs the blueprints to ensure that the house is compliant with the Quebec Construction Code.

Fireplaces (apparatus for burning solid fuel) are prohibited on the Island of Montreal.

The zoning by-law (section 3.3) prohibits certain exterior finishes. The total number of finishing materials on one building is capped at three (3). The building by-law limits cantilevered structures to a depth of 2.5 metres (with demonstration of the building's structural fitness).

The project must use, minimally, sustainable construction techniques (e.g. green roof, LEED certification, Novoclimat certification, etc., energy efficiency measures, sustainable materials, runoff management, etc.). The choice must be confirmed at the time of construction permit application (a stipulation included in the by-law on SPAIPs).

#### **5. Are there applicable architectural goals and criteria (SPAIP)?**

Yes. To ensure the architectural integration of new structures, there is a by-law on Site Planning and Architectural Integration Plans (SPAIPs), which sets out the objectives and criteria the Village uses to assess the quality of a project.

The objectives and criteria established for Senneville-sur-le-Parc are found in Appendix 2 of the present document. The criteria are taken from the *Guide to Architectural Principles*, which defines and illustrates relevant criteria and principles.

Upon applying for a permit, the owner and professionals must demonstrate that the proposed house complies with the evaluation criteria and that the stated objective is met. The Village places significant importance on each project's architectural quality.



## 6. Is it possible to build an intergenerational dwelling?

Yes. An intergenerational dwelling is a second housing unit that can be created within the house, for the use of a family member. The intergenerational dwelling can occupy up to 25% of the house's floor space. A separate street address must be assigned to it. It is important to note that the house must still look like a single-family home: it is not a duplex, but a primary dwelling (house) with an accessory dwelling within.

## 7. Is it permitted to conduct a profession at the house?

Yes, such as a professional, business management or administrative office, etc. for self-employed individuals or small service firms (see additional examples in article 2.3.1 of the zoning by-law).

The professional activity (the office) can occupy up to 25% of the house's floor space, to a maximum of 50 m<sup>2</sup>. No signage or stocking, warehousing or sale of physical products is allowed.

# PART 2: ACCESSORY STRUCTURES

## 8. What is the authorized floor space of accessory structures?

Accessory structures can, collectively, occupy a maximum of 20% of the lot.

It is important to note that ALL structures on the lot must be included in the calculation of the allowed 20%: detached garage, shed, patio, deck, stairs, parking, pool, walkway, hot tub, pergola, paved areas, garden walls, fences, etc.

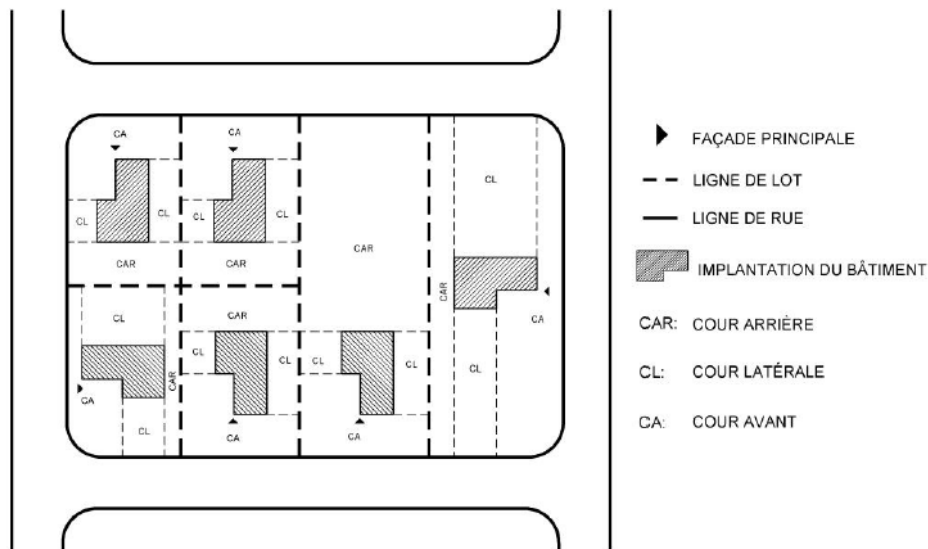
For example, consider a 1,000 m<sup>2</sup> lot (100%)

- The house can occupy a maximum of 250 m<sup>2</sup> (25%) – see question 1
- All accessory structures can collectively occupy a maximum of 200 m<sup>2</sup> (20%)
- Open spaces must be landscaped (plantings etc.). In this case, these spaces total 550 m<sup>2</sup> (55%).



## 9. Where can accessory structures be placed?

The majority of accessory structures are authorized on the lot's rear and side yards. Certain structures that are normally placed in the front are also authorized (walkway, path, fence, steps, veranda, etc.). Please consult section 4.1 of the zoning by-law.



## 10. What standards apply to detached garages?

A detached garage is authorized in the side or rear yard, not less than 3 metres from the lot line. The surface area of a detached garage must not exceed 50% of the footprint of the house, and its height cannot exceed that of the house. A maximum of four garage doors are authorized.

## 11. What standards apply to sheds?

One (1) shed is authorized per lot. It may be located in the side or rear yard, not less than 1 metre from the lot line. The maximum floor space for a shed is 15 m<sup>2</sup> with a maximum height of 3.5 metres.



## **12. What standards apply to pools and hot tubs?**

Only in-ground pools and hot tubs are authorized. The Village enforces provincial standards for residential swimming pool safety. For example, an in-ground pool must be fully surrounded by an enclosure (fence) to limit access, even when the pool is accessible directly from the house (see section 4.3 of the zoning by-law).

## **13. What standards apply to fences?**

The maximum height of a fence is 2 metres, except in the front yard, where the maximum height is 1.25 metres, or 1.6 metres if at least 40% perforated. The fence must be made of wood, metal, PVC or aluminum.

## **14. What standards apply to parking and lot access?**

The maximum width of the driveway (lot access) is 6 metres, with a limit of one driveway per lot. In the front yard, the parking area (minimum 1 space) cannot encroach into more than 40% of the space delimited by the extension of lines formed by the main building's lateral walls

The zoning by-law authorizes paving with concrete or asphalt, but the use of permeable or semi-permeable materials is recommended in order to facilitate absorption of surface water (honeycombed slabs, etc.); a criterion to this effect is found in the SPAIP by-law. The parking area must be built and finished within no more than 12 months from completion or occupation of the house.

## **15. Do architectural objectives and criteria (SPAIP) apply?**

Yes, as with the house, the SPAIP by-law applies to accessory structures (detached garage, shed, etc.), porches, verandas, fences (side and back), etc. (see appended assessment grid).



## PART 3: LANDSCAPING

### 16. What standards apply to landscaping?

Within 12 months of the completion of construction work, open spaces must have a lawn or be landscaped (plants, shrubs, trees).

A minimum of 3 trees of at least 2.5 cm diameter (measured 0.6 metres from the ground) must be planted on the lot, including 2 trees in the front yard and 1 in the rear yard. Trees planted must grow to a minimum height of 5 metres at maturity. In the case of conifers, the tree must be at least 1.2 metres tall at planting and reach a minimum mature height of 2 metres.

Certain species are prohibited, including invasive species (see list at article 7.19 of the zoning by-law). The SPAIP by-law includes special criteria for trees and landscaping.

### 17. What are the standards for the protection of trees?

Existing trees and those planted subsequently must be protected. They may only be cut down in specific situations (e.g. sickness, irreversible withering, etc.), in which case a permit is required. During construction work, steps must be taken to protect trees and their root systems (see chapter 7 of the zoning by-law).

Senneville-sur-le-Parc is identified by the federal government as being within a **migratory bird refuge**. Special restrictions on tree removal are therefore applicable, particularly during nesting season (see the by-law on migratory birds).

### 18. Is levelling the lot allowed?

Levelling of a lot is allowed only for landscaping purposes and for seeding, with the addition of a layer of black earth or topsoil no more than 15 cm thick. In this case, landscaping or seeding must be done within 90 days following levelling.



## **PART 4: SECURING PERMITS**

Most construction work (house, garage, pool, fence, shed, etc.) requires a permit or certificate. The municipal inspector will work with you throughout the process of obtaining the required permits. However, it is YOUR responsibility to submit complete and compliant applications, and to show that the project includes the required architectural qualities. We strongly recommend that you work with professionals such as architects. The list of required plans and documents is appended.

**It takes at least 4 to 8 weeks after submitting your complete and compliant application before your permit is issued.**

- Step 1:** Contact the municipal inspector
- Step 2:** Prepare your plans and other documents for the permit application
- Step 3:** Submit your application, including all plans and documents
- Step 4:** Meet the municipal inspector to check that your application is correct. Adjust plans if required. Several meetings and written communications may be required at this step
- Step 5:** Ruling of the Planning Advisory Committee (CCU) on the project's compliance with the SPAIP by-law (assessment based on applicable objectives and criteria)
- Step 6:** Approval of the project by the Municipal Council based on SPAIP by-law compliance
- Step 7:** Issuance of building permit

**Municipal inspector:** [inspecteur@villagesenneville.qc.ca](mailto:inspecteur@villagesenneville.qc.ca)  
514-457-6020

**The planning by-law and migratory birds by-law are available on the Village's website at [www.villagesenneville.qc.ca](http://www.villagesenneville.qc.ca).**





## APPENDIX 1: House building permit

Required plans and documents	
1. Complete the building permit application form (available on the Village's website or from the municipal inspector), including identification of professionals (surveyor, architect etc.) and contractor (RBQ licence).	
2. A site integration plan <u>prepared by a surveyor</u> at a scale of approximately 1/500 indicating, but not limited to, the dimensions of the lot and the siting of planned structures, buildings, works, parking and driveway (with dimensions, borders, position, etc.). If applicable, the plan must include utilities, infrastructure, high-water line of any bodies of water, etc.	
3. Building or structure blueprints (maximum scale 1/50) with a description of proposed work, <u>prepared by a professional</u> , including plans, elevations, sections, profiles (for all floors and façades) including architectural details, exterior lighting systems, and mechanical and HVAC systems.	
4. An illustration, in colour, of the impact on the built and natural environment, including one or more visual perspectives enabling comprehension of the work's position within its surroundings (e.g. 3D simulation model).	
5. Details of exterior finish materials and colours chosen for all structures, buildings or works (e.g. provide a sample and manufacturer's data sheet).	
6. A detailed site plan including, but not limited to, the location of existing and planned vegetation, species to be planted, location of structures, buildings and works, including lighting systems, parking spaces, fences, hedges, garden walls and retaining walls.	
7. Levels of excavation, levelling work and, if applicable, cut and fill operations.	
8. Recent photographs (taken within the 3 months preceding the application) of the lot and surrounding lots, to give an overall impression of the area.	



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9. Explanatory text demonstrating the integration of the proposed work into the surroundings, with reference to each of the goals and criteria specified in the SPAIP by-law.	
10. Estimate of the total cost of work and construction schedule (beginning and end of work).	
11. Any other information deemed necessary by the municipal employee assigned to processing the application	

The permit application must be accompanied by a cheque covering processing of the application and evaluation in terms of the SPAIP. To obtain the exact amount, contact the municipal inspector.

**The preceding list is a summary of the plans and documents required for a building permit application. For details, see:**

Permits and certificates by-law, article 3.2.1

SPAIP by-law, article 2.1.2



## APPENDIX 2: Objectives and criteria for SPAIP by-law evaluation

**Note:** a detailed assessment grid can be provided at the start of your project, including the architectural principles outlined in the Guide to Architectural Principles for Senneville-sur-le-Parc.

<b>Objective (SPAIP, art. 3.4.4)</b>
Develop a high-quality architecture and landscaping proposal based on the Guide to Architectural Principles. The proposal must be consistent with the desired atmosphere and the quality of previous interventions in the Village of Senneville.
<b>Evaluation criteria (See the “Guide to Architectural Principles”)</b>
<ol style="list-style-type: none"> <li>1. The proposed architecture is contemporary and inspired by the architectural styles already found in the Village (<b>Guide, section 1</b>): it is based on the architectural section of the guide (<b>Guide, section 3</b>);</li> <li>2. The proposed site integration, volumetric, roofing, openings and materials are based on the architectural principles stated in the guide (<b>Guide, section 3</b>). Additionally, the following criteria apply: <ol style="list-style-type: none"> <li>2.1 The location and presence of natural site elements (trees, vegetation etc.) are prioritized in determining the siting of the main building and accessory structures, including any expansions;</li> <li>2.2 The siting of the main building and accessory structures, including their expansions, is planned so as not to undermine the privacy of adjacent homeowners;</li> <li>2.3 The proposed architectural composition of the main building, in terms of volumetric, roofing, openings and materials, is distinctive enough compared to nearby properties to avoid creating a sequence of same or similar structures;</li> <li>2.4 The building’s façades are collectively given a coherent and harmonious treatment. Special attention is paid to each façade, and blind walls are avoided;</li> <li>2.5 The building has a size and alignment comparable to those of adjacent buildings, with respect to height, the level of the ground floor, the level of the upper floor(s) and the width of façades, preserving the balance between built and unbuilt spaces;</li> <li>2.6 Mechanical equipment, whether on the roof or façade(s), is an integral part of the architectural composition, and the proposal includes measures for concealing such equipment;</li> <li>2.7 Additions do not have the effect of substantially altering or diminishing the quality of the architectural composition, whether in terms of volumetric, roofing, openings or materials.</li> </ol> </li> </ol>



<p>3. The design of the main buildings includes, to the extent possible, spaces allowing universal access, to make the structures habitable by elderly or reduced-mobility persons. For example, the ground floor is easily accessible from outside, or other measures inspired by Quebec's Construction Code, chapter 1 – Buildings (part 3);</p>
<p>4. Accessory buildings and structures:</p> <ul style="list-style-type: none"><li>4.1 The design and siting of accessory structures (shed, pool, patio, gazebo, pergola, etc.) are consistent with the site, in terms of natural environment, landscaping and architecture;</li><li>4.2 Accessory structures are set back from the main building, which must remain the central element of the site. Their siting does not have the effect of crowding the lateral separation on either side of the main building;</li><li>4.3 The scale of accessory structures is small relative to the main building, so that these structures do not dominate the site;</li><li>4.4 The treatment of accessory structures harmonizes with the architectural treatment of the main building in terms of volumetric, roofing, openings and materials, with reference to the necessary adaptations stated in the guide;</li><li>4.5 The installation of fences is minimized, in order to avoid creating an environment closed in on itself (vegetation is preferred over opaque or semi-opaque fencing). When present, fences must be designed to contribute to openness toward the outside;</li><li>4.6 Fences, garden walls or retaining walls are to be built with natural materials such as wood or stone. Their architectural characteristics harmonize with those of the main building and surrounding landscaping;</li><li>4.7 The intervention minimizes mineral and impermeable surfaces (path, walkway, etc.). These surfaces, such as the parking area, are kept to a minimum in order to create a natural ambiance and promote the absorption of surface water;</li><li>4.8 Permeable or semi-permeable materials will ideally be used for parking areas so as to promote the absorption of surface water (gravel/grass, honeycombed slabs, etc.) or, if applicable, water-management measures are proposed for the areas bordering the parking area;</li><li>4.9 Natural or low-intensity night lighting is favoured. Lighting equipment is an integral part of the building and landscaping and must have appropriate proportions.</li></ul>
<p>5. Landscaping:</p> <ul style="list-style-type: none"><li>5.1 The landscaping includes generous vegetation (trees and shrubs) and measures tailored to the natural context and to the travel corridor for the Ecoterritory of Senneville Forest, while contributing to maintaining its ecological value;</li></ul>



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| <p>5.2 The nature, size and distribution of the various elements of the landscaping work are determined in relation to the architectural composition of the main building and accessory structures;</p> <p>5.3 Special attention is given to plantings and landscaping in the front yard in order to create a living barrier (<b>Guide, section 3.1</b>);</p> <p>5.4 Landscaping designs using indigenous species and species requiring minimal water are preferred over mineral ground cover;</p> <p>5.5 If a tree absolutely must be removed, the plan includes compensation measures (reforestation).</p>  |
| <p>6. Sustainable construction methods are preferred in all cases. For example, the project includes measures such as:</p> <ul style="list-style-type: none"><li>- Certification by a program such as LEED (Leadership in Energy and Environmental Design), Novoclimat, etc.;</li><li>- The integration of energy-efficiency measures into building components;</li><li>- The use of local and sustainable materials;</li><li>- The integration of wood into the structure and cladding;</li><li>- The positioning of openings facing south;</li><li>- The use of sun-blocking elements for south-facing openings (e.g. eaves);</li><li>- Natural ventilation maximized through the use of openable windows;</li><li>- Sustainable runoff management (rain garden, drainage pit, rain cistern, etc.);</li><li>- Inclusion of a green (living) rooftop, or use of white or pale roofing material;</li><li>- Recycling and reclamation of construction materials.</li></ul> |