



**CITY OF VANCOUVER**  
**POLICY REPORT**  
**DEVELOPMENT AND BUILDING**

Report Date: October 17, 2006  
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Meeting Date: October 31, 2006

TO: Vancouver City Council  
FROM: Director of Planning  
SUBJECT: Secondary Suites: Amendments to Various CD-1 By-laws

## RECOMMENDATION

THAT the Director of Planning be instructed to make application to amend the applicable sections of various CD-1 By-laws to permit one-family dwellings with a secondary suite, generally in accordance with Appendix A, and that the application be referred to a Public Hearing;

FURTHER THAT the Director of Legal Services be instructed to prepare the necessary amending by-laws, generally in accordance with Appendix A, for consideration at the Public Hearing.

## GENERAL MANAGER'S COMMENTS

The General Manager of Community Services RECOMMENDS approval of the foregoing.

## COUNCIL POLICY

- In 1986, the City established an initiative which allowed the single-family areas of the City to choose whether or not they wanted secondary suites.
- In June 1995, *CityPlan* was approved to provide directions for Vancouver, including directions to increase neighbourhood housing variety throughout the city, especially in neighbourhood centres, and to address housing costs by increasing the supply of subsidized and lower cost market housing throughout the city.

- In July 1999, the City began exploring ways to bring more secondary suites into legal conformity.
- In July 2001, a consultant was retained to undertake a Secondary Suites Standards and Enforcement Review.
- In September 2003, Council instructed staff to consider measures to legalize and regulate secondary suites (as part of a housing and homelessness action plan).
- In March 2004, Council approved amendments to the Zoning and Development By-law to permit one-family dwellings with a secondary suite within all RS, RT and RM zones.
- In March and May 2004, Council approved changes to the Building By-law pertaining to building requirements and fire and life safety issues. Recommendations on inspections and enforcement were also passed.
- In April 2005, Council approved minor amendments to the Zoning and Development, Building, Parking and Fee By-laws to further facilitate the legalization of secondary suites and to provide consistency among by-laws.

## SUMMARY AND PURPOSE

This report recommends amendments to various CD-1 by-laws to allow “one-family dwelling with secondary suite” as a use in CD-1s that currently permit one-family dwellings. The amendments would help achieve the City’s housing affordability and social sustainability objectives and would provide the CD-1 zoned sites the same opportunity for secondary suites as other residential areas of the city.

## BACKGROUND

Secondary suites have a long and evolving history in Vancouver, with previous Councils permitting and restricting suites to varying degrees over the past 66 years. A full history of suites in Vancouver is outlined in Appendix B.

In September 2003, following a consultant’s report on secondary suites, Council requested that staff report back on measures to legalize and regulate secondary suites. Changes to the Zoning and Development By-law were enacted in April 2004 to provide for the legalization of secondary suites in residentially-zoned areas of the city. Further amendments were made to the Zoning and Development By-law, Building, Parking, and Zoning and Development Fee By-laws in 2004 and 2005 to ease the approval of secondary suites, recognize the new use term and ensure consistency among the by-laws.

The intent of these changes is to help retain a stock of affordable, rental housing in light of increasing housing costs and a growing population. Suites are seen as an essential component of the affordable rental stock, providing reasonably priced rental housing for students and young adults, older individuals, and low income couples and families. It is estimated that almost one quarter of the houses in the city’s single-family areas have a suite.

Some CD-1 zones also permit one-family dwellings. However, the recent by-law changes did not consider permitting “one-family dwelling with secondary suite” as a use in these zones.

## DISCUSSION

Comprehensive Development (CD-1) by-laws apply to specific sites in the city and are customized to reflect the proposed use(s) and form of development. There are approximately 450 CD-1-zoned sites in the city, with the by-laws dating back to 1956.

Staff have identified 34 CD-1 by-laws that currently permit one-family dwellings as a use. Most also permit other uses, in particular two-family dwellings and multiple dwellings. This report recommends amending 23 CD-1s that are currently developed with one-family dwellings (approximately 380 existing one-family dwellings), or still have the potential to be developed with one-family dwellings. The amendments, outlined in Appendix A, would allow the inclusion of secondary suites and would be consistent with recent zoning amendments allowing secondary suites in the city's residential zones, including the RS (One-Family Dwelling), RT (Two-Family Dwelling) and RM (Multiple Dwelling) Districts.

Staff are not proposing amendments to 11 of the 34 CD-1 by-laws that permit one-family dwellings because eight of these CD-1s are fully developed with higher density residential use (i.e. multiple dwellings), one is fully developed with a church, and two are located in the RA-1 (Limited Agriculture) or FSD (First Shaughnessy) Districts, which do not allow one-family dwellings with a secondary suite.

The proposed amendments do not affect other provisions such as those regulating floor space, height and setbacks in the CD-1 zones. The same process and policy for secondary suites in RS districts will apply to those in CD-1s, including a restrictive covenant on new construction prohibiting strata titling of the units. With the amendments, all one-family, two-family and multiple-dwelling zoning districts and CD-1s in the city permitting one-family dwellings would also allow secondary suites where they can be accommodated.

### **CD-1 Amendments to Allow Secondary Suites - Appendix A, Part 1**

The majority (14) of the 23 CD-1 by-laws proposed to be amended are located in "station areas" adjacent to the ALRT guideway. These areas were rezoned from RS-1 (One-Family Dwelling Districts) to CD-1 (Comprehensive Development Districts) in the late 1980s to encourage higher density residential development near the stations and attract ALRT riders. However, most property owners in these CD-1 zones have not built higher density development, and these neighbourhoods remain predominantly single-family. The proposed amendments would give these homeowners the same opportunity to include a secondary suite as their neighbours in surrounding RS-1 districts.

Nine CD-1 by-laws proposed to be amended apply to one-family dwelling developments within residential zones, which were zoned CD-1 because of irregular lot sizes, siting and/or configuration. The proposed amendments to allow secondary suites would be consistent with the intent of the by-laws to maintain a single-family neighbourhood character, to allow the same uses as in surrounding single-family zones, and in one case, to retain the site's potential for RS-1 development. Four CD-1s include properties that are strata titled and staff note that strata corporations could potentially pass by-laws restricting secondary suites and/or rentals, regardless of the CD-1 zoning. Nonetheless, staff still recommend that the CD-1 by-laws be amended to provide owners of one-family dwellings with the same opportunity as others across the city for a secondary suite, noting that strata by-laws can be amended over time.

### **Parking Amendments - Appendix A, Part 2**

In most CD-1s under discussion, the parking requirement is in accordance with the Parking By-law, which requires parking for secondary suites when the building was built after April 20, 2004 (date when one-family dwelling with secondary suite was added as a use in the Zoning and Development By-law). This report proposes amendments to four CD-1 by-laws (Nos. 4918, 5028, 5416, and 6169) that include site-specific parking requirements. Staff recommend amendments to reflect the Parking By-law provisions by clarifying that no further parking will be required for secondary suites, unless the building was constructed after April 20, 2004, and note that no more than two spaces would be required. Due to the location and context of CD-1 By-law No. 6169, staff recommend that a minimum of one space be provided even for a one-family dwelling with secondary suite building built after April 20, 2004.

### **Consequential Amendments - Appendix A, Part 3**

Other consequential amendments are proposed to 15 of the CD-1 by-laws to clarify the number and type(s) of dwellings allowed (e.g. six one-family dwellings or one-family dwellings with secondary suite) and/or to provide consistency within the by-laws.

Another CD-1 by-law (No. 5416) contains a unique provision that each dwelling unit provide a garbage enclosure capable of accommodating at least three standard garbage cans. While this provision arose out of aesthetic concerns, it is no longer relevant since the City's switchover to automated collection of garbage and yard trimmings ("garbage cans" are no longer used). Most of the existing properties within this CD-1 do not have garbage enclosures, however, the lots are large and there is ample storage space for the new garbage and yard trimmings carts. Moreover, the Solid Waste By-law, which applies city-wide, does not contain any general storage/enclosure requirements for solid waste, and only requires that residents set the containers in an appropriate place for collection. Staff recommend that this provision for garbage enclosures be removed.

## **CONSULTATION**

Staff have not consulted with property owners within the CD-1 zones about the proposed amendments. This approach is consistent with the process for the amendments to the Zoning and Development By-law to permit one-family dwellings with a secondary suite within all RS, RT and RM zones done in 2004. At that time, staff recommended that the initiative proceed directly to public hearing. This approach is also consistent with other instances involving amendments to various CD-1s, such as balcony enclosures and building envelope. Property owners were not notified or consulted, although in these two examples, there was some consultation with the development industry.

## **FINANCIAL IMPLICATIONS**

There are no financial implications.

## CONCLUSION

This report recommends amendments to various CD-1 by-laws which currently permit one-family dwellings to add "one-family dwelling with secondary suite" as a permitted use. These changes would help fulfil the City's objective of extending the opportunity to provide secondary suites in areas of the city which allow one-family dwellings and would further the City's affordability and sustainability objectives.

\* \* \* \* \*

**PART 1**  
**DRAFT AMENDMENTS TO CD-1 BY-LAWS (USE)**

Note: By-laws will be prepared generally in accordance with the provisions listed below, and are subject to change and refinement prior to posting.

Amend the relevant section in the by-laws below by adding “one-family dwelling with secondary suite” as a permitted use, in the proper order and re-numbering as necessary.

1. CD-1 (81) Champlain Crescent & Arlington St. (By-law No. 4670) Section 2
2. CD-1 (106) 49th Avenue & Boundary Road (Champlain Heights) (By-law No. 4918) Section 2
3. CD-1 (123) 4452-4460 W. 2nd Avenue; 1980 Sasamat Street (By-law No. 5028) Section 2
4. CD-1 (143) 2421-2581 Eddington Drive; 4508-4652 Puget Drive (By-law No. 5416) Section 2
5. CD-1 (173) 4316-4338 West Point Place (By-law No. 5937) Section 2
6. CD-1 (174 ) 1860-1890 Sasamat Street (By-law No. 5950) Section 2
7. CD-1 (192) Charles/Adanac (3601-3699 William St.) (By-law No. 6169) Section 2
8. CD-1 (209) Kamloops Street & 24th Avenue (By-law No. 6312) Section 2
9. CD-1 (210) Nanaimo Street & 26th Avenue (By-law No. 6313) Section 2(b)
10. CD-1 (212) 2709-2791 East 28th Avenue (By-law No. 6315) Section 2
11. CD-1 (213) Slocan Street & 29th Avenue (By-law No. 6316) Section 2
12. CD-1 (215) Earles Street and 29th Avenue (By-law No. 6318) Section 2
13. CD-1 (216) Kings Avenue and Manor Street (By-law No. 6319) Section 2
14. CD-1 (217) Kings Avenue and Rupert Street (By-law No. 6320) Section 2
15. CD-1 (218) 3301-3347 Clive Avenue; 3330 Vanness Avenue (By-law No. 6321) Section 2
16. CD-1 (219) 3235-3295 Clive Avenue; 4914-4928 Spencer Street; 3206-3254 Vanness Avenue (By-law No. 6322) Section 2
17. CD-1 (220) 5448-5666 Ormidale Street (By-law No. 6323) Section 2
18. CD-1 (223) 2750-2798 East 28th Avenue; 4400-4402 Kaslo Street (By-law No. 6361) Section 2
19. CD-1 (224) 5515-5665 Boundary Road; 3690 Vanness Street (By-law No. 6362) Section 2
20. CD-1 (225) 5092 McHardy Street; 3263-3327 Vanness Avenue North (By-law No. 6363) Section 2(b)
21. CD-1 (241) 5003-5399 Boundary Road (By-law No. 6528) Section 2
22. CD-1 (333) 6120 Macdonald Street (By-law No. 7405) Section 2
23. CD-1 (371) 5299 Arbutus Street (By-law No. 7705) Section 2

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PART 2  
DRAFT CONSEQUENTIAL CD-1 TEXT AMENDMENTS - PARKING

Note: By-laws will be prepared generally in accordance with the provisions listed below, and are subject to change and refinement prior to posting.

[Additions are shown in *bold italic*, deletions in ~~strikeout~~.]

1. CD-1 (106) 49th Avenue & Boundary Road (Champlain Heights) (By-law No. 4918)

Section 6

1.5 off-street parking spaces shall be provided for each ~~dwelling~~ *one-family dwelling or one-family dwelling with secondary suite, except for a building constructed after April 20, 2004, a minimum of 2 spaces shall be provided.*

2. CD-1 (123) 4452-4460 W. 2nd Avenue; 1980 Sasamat Street (By-law No. 5028)

Section 5

Two off-street parking spaces shall be provided for each ~~dwelling unit~~ *one-family dwelling or one-family dwelling with secondary suite.*

3. CD-1 (143) 2421-2581 Eddington Drive; 4508-4652 Puget Drive (By-law No. 5416)

Section 7 - Off-street Parking and Vehicular Access

A minimum of two off-street parking spaces shall be provided for each ~~dwelling unit~~ *one-family dwelling or one-family dwelling with secondary suite*, with access to be provided from the lane.

4. CD-1 (192) Charles/Adanac (3601-3699 William St.) (By-law No. 6169)

Section 8 - Off-street Parking and Loading Spaces

Off-street parking and loading spaces shall be provided and maintained in accordance with the provisions of the Parking By-law, except that a minimum of one space per ~~dwelling unit~~ *one-family dwelling or one-family dwelling with secondary suite* shall be provided.

\* \* \* \* \*

PART 3  
DRAFT CONSEQUENTIAL CD-1 TEXT AMENDMENTS - OTHER

Note: By-laws will be prepared generally in accordance with the provisions listed below, and are subject to change and refinement prior to posting.

[Additions are shown in *bold italic*, deletions in ~~strikeout~~.]

The following consequential amendments apply various regulations (number of dwelling units, height, density, site coverage) to one-family dwellings with a secondary suite.

1. CD-1 (106) 49th Avenue & Boundary Road (Champlain Heights) (By-law No. 4918)

Section 4

The number of ~~dwelling units~~ *one-family dwellings and one-family dwellings with secondary suite, combined* shall not exceed 8 ~~units~~ per acre.

Section 5

The height of any one-family dwelling *or one-family dwelling with secondary suite* shall not exceed two storeys plus a cellar or one storey plus a basement.

2. CD-1 (123) 4452-4460 W. 2nd Avenue; 1980 Sasamat Street (By-law No. 5028)

Section 2

The area shown outlined in black on the said plan is rezoned CD-1 and the only uses permitted within the said area and the only uses for which development permits will be issued are detached one-family dwellings *or one-family dwellings with secondary suite* not to exceed 7 ~~dwelling units~~ *one-family dwellings and one-family dwellings with secondary suite combined* on Lot 7 except Part included in Plan 9226, of Lot 4, Block 138, District Lot 540, Plan 6258, and not to exceed 5 ~~dwelling units~~ *one-family dwellings and one-family dwellings with secondary suite combined* on Subdivision "B" of Lot 1, Block 138, District Lot 540, Plan 6027, and customarily ancillary uses, subject to such conditions as Council may by resolution prescribe."

3. CD-1 (173) 4316-4338 West Point Place (By-law No. 5937)

Section 2

(a) 6 one-family dwellings *or one-family dwellings with secondary suite*;

4. CD-1 (174) 1860-1890 Sasamat Street (By-law No. 5950)

Section 2

(a) 4 one-family dwellings *or one-family dwellings with secondary suite*;



5. CD-1 (192) Charles/Adanac (3601-3699 William St.) (By-law No. 6169)

**Section 2**

(a) a maximum of 15 one-family dwellings *or one-family dwellings with secondary suite*;

6. CD-1 (212) 2709-2791 East 28<sup>th</sup> Avenue (By-law No. 6315)

**Section 3 - Floor Space Ratio**

3.1 The maximum floor space ratio for a one-family dwelling *or a one-family dwelling with secondary suite*, calculated as if located in the RS-1 District, shall be 0.60.

7. CD-1 (213) Slocan Street & 29<sup>th</sup> Avenue (By-law No. 6316)

**Section 3 - Floor Space Ratio**

3.2 The maximum floor space ratio for a one-family dwelling *or a one-family dwelling with secondary suite*, calculated as if located in the RS-1 District, shall be 0.60.

8. CD-1 (215) Earles Street and 29<sup>th</sup> Avenue (By-law No. 6318)

**Section - 3 - Floor Space Ratio**

3.2 The maximum floor space ratio for a one-family dwelling *or a one-family dwelling with secondary suite*, calculated as if located in the RS-1 District, shall be 0.60.

9. CD-1 (216) Kings Avenue and Manor Street (By-law No. 6319)

**Section 3 - Floor Space Ratio**

3.2 The maximum floor space ratio for a one-family dwelling *or a one-family dwelling with secondary suite*, calculated as if located in the RS-1 District, shall be 0.60.

10. CD-1 (217) Kings Avenue and Rupert Street (By-law No. 6320)

**Section 3 - Floor Space Ratio**

3.2 The maximum floor space ratio for a one-family dwelling *or a one-family dwelling with secondary suite*, calculated as if located in the RS-1 District, shall be 0.60.

11. CD-1 (218) 3301-3347 Clive Avenue, 3330 Vanness Avenue (By-law No. 6321)

**Section 3 - Floor Space Ratio**

3.1 The maximum floor space ratio for a one-family dwelling *or a one-family dwelling with secondary suite*, calculated as if located in the RS-1 District, shall be 0.60.

**Section 6 - Height**

6.1 The maximum building height for a one-family dwelling *or a one-family dwelling with secondary suite* or a two-family dwelling, measured above the base surface, shall be the lesser of 9.2 m (30 ft.) or 2 ½ storeys.

12. CD-1 (219) 3235-3295 Clive Avenue, 4914-4928 Spencer Street, 3206-3254 Vanness Avenue (By-law No. 6322)

**Section 3 - Floor Space Ratio**

3.1 The maximum floor space ratio for a one-family dwelling *or a one-family dwelling with secondary suite*, calculated as if located in the RS-1 District, shall be 0.60.

**Section 6 - Height**

6.1 The maximum building height for a one-family dwelling *or a one-family dwelling with secondary suite* or a two-family dwelling, measured above the base surface, shall be the lesser of 9.2 m (30 ft.) or 2 ½ storeys.

13. CD-1 (220) 5448-5666 Ormidale Street (By-law No. 6323)

**Section 3 - Floor Space Ratio**

3.1 The maximum floor space ratio for a one-family dwelling *or a one-family dwelling with secondary suite*, calculated as if located in the RS-1 District, shall be 0.60.

**Section 6 - Height**

6.1 The maximum building height for a one-family dwelling *or a one-family dwelling with secondary suite* or a two-family dwelling, measured above the base surface, shall be the lesser of 9.2 m (30 ft.) or 2 ½ storeys.

14. CD-1 (223) 2750-2798 East 28<sup>th</sup> Avenue, 4400-4402 Kaslo Street (By-law No. 6361)

**Section 3 - Floor Space Ratio**

3.2 The maximum floor space ratio for a one-family dwelling *or a one-family dwelling with secondary suite*, calculated as if located in the RS-1 District, shall be 0.60.

15. CD-1 (224) 5515-5665 Boundary Road, 3690 Vanness Street (By-law No. 6362)

**Section 3 - Floor Space Ratio**

3.1 The maximum floor space ratio for a one-family dwelling *or a one-family dwelling with secondary suite*, calculated as if located in the RS-1 District, shall be 0.60.

**Section 6 - Site Coverage**

6.3 The maximum site coverage for a one-family dwelling *or a one-family dwelling with secondary suite* or a two-family dwelling shall be 45 percent of the site area.

**Section 7 - Height**

7.1 The maximum building height for a one-family dwelling *or a one-family dwelling with secondary suite* or a two-family dwelling, measured above the base surface, shall be the lesser of 9.2 m (30 ft.) or 2 ½ storeys.

The following amendment relates to a provision on Garbage Collection Facilities. Amend the section and re-number as necessary.

16. CD-1 (143) 2421-2581 Eddington Drive; 4508-4652 Puget Drive (By-law No. 5416)

~~**Section 9 - Garbage Collection Facilities**~~

~~Garbage collection shall be provided from the lane. Each dwelling unit shall provide a garbage enclosure capable of accommodating at least three standard garbage cans, with the location and design of such enclosure to be approved by the Development Permit Board.~~

\* \* \* \* \*

## HISTORY OF SUITES IN VANCOUVER

- 1940 War Measures Act, applied throughout Canada by the Federal Government, encouraged homeowners to relieve wartime housing shortages through suites in single-family homes.
- 1956 Council decision to close secondary suites in RS-1 areas. However suites installed prior to 1956 were given a temporary reprieve. These suites were referred to as "moratorium" suites.
- 1959 Council orders closure of all suites in RS-1.
- 1960 City Council adopts policy to eliminate all illegal suites in RS-1 Districts within 10 years.
- 1961 Council agrees to withhold enforcement action for suites occupied by parents, grandparents and children (added in 1973) of the owner.
- 1963 Council agrees to withhold enforcement action where there is recognized financial or medical hardship of the owner or tenant.
- 1960-1974 Through a series of four resolutions, instructs the Director of Planning to renew development permits for suites until December 31, 1974.
- Dec. 1974 Council instructs the Director of Permits and Licenses to temporarily withhold enforcement action on illegal suites in the RS-1 areas with respect to which a development permit expires on December 31, 1974.
- 1975 Council establishes a plebiscite process, resulting in the creation of the RS- 1A zoning district in two small areas of the city (Kitsilano and Grandview- Woodlands).
- 1977 Council adopts specific financial and medical guidelines for approving hardship applications. These are reviewed and updated as required.
- 1978 Council resolved that Hardship applications not be considered in building built since January 1, 1975.
- 1980 Council authorizes a Committee of Council to be the final appeal for hardship suites.
- 1981 Council reviews its secondary suite policy, decides to continue to withhold enforcement action for approved parent, family, hardship and moratorium suites, and enforcing closures on a complaint basis.
- 1983 Hardship Committee is disbanded. The Director of Permits and Licenses is given responsibility for hardship applications, with an appeal to a Committee of Council.
- 1983 Council rescinds the October 1978 resolution not to consider hardship applications in buildings erected after January 1, 1975.
- 1983 Council approved a \$100 processing fee and requirement to meet minimum life safety standards.
- 1986 Council directs the Director of Permits and Licenses to refuse any hardship applications for withholding of enforcement where there are known legitimate complaints from residents in the neighbourhood.

- 1986-1998 Council considered and chooses not to permit suites in all RS-1 areas, but as an alternative establishes a plebiscite process, where by voters indicated a yes/no preference in the 1988 municipal election, which was followed by an implementation program in those areas that indicated yes. Several areas of the City are now zoned RS-1S as a consequence of that initiative.
- 1987 Courts determine that the City's hardship policy contravenes both the City Charter and the RS-1 Zoning Schedule.
- July 1999 Council adopts a policy to pursue ways to bring more secondary suites into legal conformity while also investigating more effective enforcement methods; and in the meantime allow phase-out suites whose permit expiry date comes up while this work is underway to remain in operation. The Chief Licence Inspector is instructed to withhold enforcement on phase-out suite use for up to 3 years from the date of adoption of these recommendations, other than in cases of safety hazard, or other circumstances where he may deem enforcement necessary.
- July 2001 Council approves a recommendation to award a contract to Gage-Babcock & Associates to undertake the Secondary Suites Standards and Enforcement Review.
- Sept. 2003 Council adopts a position on Housing and Social Diversity and Inclusion:
- WHERE AS the City of Vancouver is known for its social diversity and inclusion, and sustaining social diversity and inclusion is crucial to the long term social and economic health of the city;
- AND WHEREAS the 2010 Winter Games are committed to social inclusion;
- AND WHEREAS reductions of Federal and Provincial expenditure on social infrastructure such as social housing and on social services such as income and employment assistance, threaten the City's social diversity and inclusion;
- THEREFORE BE IT RESOLVED THAT the City of Vancouver undertake the following actions:
- A. THAT, as safe, secure and affordable housing is a necessary condition for social inclusion, staff report back on the development of a comprehensive housing and homelessness action plan for Vancouver that includes:
1. Urgent Measures to ensure a minimum level of shelter for the homeless within the city, including a cold, wet weather strategy, and recommendations to manage the growing number of transient homeless in the city, and the needs of the shelterless;
  2. Measures to address the replacement of Single Room Accommodation and to protect Single Room Accommodation residents from displacement;
  3. **Measures to legalize and regulate secondary suites;**
  4. Measures to encourage the private sector to deliver affordable rental housing;
  5. Measures to facilitate private sector involvement in the expansion of social housing through density bonuses and similar instruments;
  6. Initiatives to reduce or limit the time housing units remain vacant pending redevelopment;
  7. Initiatives to facilitate and support the development of non-profit rental and co-operative housing in Vancouver; and
  8. Designated City staff working with the National Housing Policy Options Team (NHPOT) of the FCM to secure appropriate federal housing policies and programs across Canada to house people in their own communities.

March 2004 Council approves amendments to the Zoning and Development By-law to allow secondary suites in RS, RT and RM zoning districts, limit the number of secondary suites to one for each one-family dwelling, and remove the terms family suite and phase-out suite throughout.

Council adopts the following policy:

A one-family dwelling with a secondary suite will be a conditional approval use, and will be subject to the condition that the owner must not strata title without consent. For a new one-family dwelling with a secondary suite, the owner must register a section 219 covenant prohibiting strata titling without consent. The city will release the covenant, on the owner's request, not less than 12 months after issuance of the occupancy permit because the building will then be existing rather than new. (For an existing one-family dwelling with a secondary suite, registration of such a covenant is not necessary because the Registrar of Land Titles will not accept a strata plan without municipal approval.)

Council approves amendments to the Building By-law pertaining to building and related standards and inspections.

May 2004 Council approves changes to the Building By-law as well as recommendations on inspections and enforcement.

April 2005 Council approves minor amendments to the Zoning and Development, Building, Parking and Fee By-laws to further facilitate the legalization of secondary suites and to provide consistency among by-laws.