



THE CITY OF  
**CALGARY**  
CITY CLERK'S OFFICE

\* As per section 119(1) of the Procedure Bylaw, Notices of Motion must stand alone and cannot have attachments. Attachments can be distributed at the meeting. Btt.

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THE CITY OF CALGARY  
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**NOTICE OF MOTION**  
CC 661 (R2009-05)

**Reforming the Secondary Suite Process**

**Councillors Shane Keating, Joe Magliocca, Sean Chu, Ray Jones, Brian Pincott, Gian-Carlo Carra, Peter Demong and Mayor Naheed Nenshi**

WHEREAS it is time that Council find some consensus on the secondary suite approval process;

AND WHEREAS safety of suites is improved through better compliance;

AND WHEREAS the current management and regulation of accessory suites involves multiple processes, mechanisms and tools that could be better coordinated and better communicated;

AND WHEREAS the current process is both time consuming and inefficient;

NOW THEREFORE BE IT RESOLVED that Council direct Administration, in consultation with stakeholders, to investigate and make recommendations on a new approach to secondary suites that includes:

1. Land use bylaw amendments that:
  - a. Implement accessory suite regulation that varies by geographic zone (~~see supplemental package~~\*) and
  - b. Differentiate between land use approval for Secondary Suites and Backyard Suites;
2. A mandatory suite registration program to monitor and enforce the maintenance of property and behaviour of residents of properties with accessory suites;
3. Incentives for resident owners, including but not limited to rebates on registration costs;
4. A temporary amnesty for illegal suites;
5. Increased enforcement for illegal suites following the amnesty period;
6. Reinstatement of fees for secondary and backyard suite applications that would cover City expenses; and
7. An information package provided to applicants for land use amendments and development permit applications.

AND FUTHER BE IT RESOLVED that Calgary Planning Commission advise Council on the role of CPC in the review of and recommendations on secondary suite applications;

AND FURTHER BE IT RESOLVED that administration has the discretion to explore alternative mechanisms that would satisfy the intent of the tools listed (~~see supplemental package~~);\*

AND FURTHER BE IT RESOLVED that Administration bring an update on this project before Council no later than December of 2016.

Signature of Member(s) of Council

*[Handwritten signatures of council members]*