

C2017-1249 Secondary Suite Process Reform

Public Hearing Council Meeting

Item 4.1

Report C2018-0128

CITY OF CALGARY
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ITEM: 4.1 C2017-1249
Distribution - Administration
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Council Direction

- December 11, 2017 Notice of Motion C2017-1249
 - Make Suites discretionary use in:
 - Residential – One Dwelling (R-1) District
 - Residential – Contextual One Dwelling (R-C1) District
 - Residential – Contextual Large Parcel One Dwelling (R-C1L) District
 - Policy to Guide Discretion
 - Reinstate application fees
 - Mandatory Suite Registry
 - Implementation plans on suite amnesty, application guidebook, rebate program, advertising and engagement

Background

- Suites currently allowed in most residential districts
- R-1, R-C1 and R-C1L currently require a land use redesignation
- Voluntary registry currently in place
- Currently no fee for either a Land Use Redesignation or Development Permit

Proposed Land Use Bylaw Changes

- Secondary Suite and Backyard Suite added as discretionary uses to R-1, R-C1 and R-C1L Districts
- 170,316 parcels with these land use districts
- Development Permit always required
- Notice posting required during Development Permit
- Opportunity for appeal

Suites Advertising Bylaw

- 2018 January 22 Council adopted Bylaw 2M2018
- Allows Administration to advertise the Land Use Bylaw amendments for Suites and inform the general public in alternative method
- Letters to all directly affected land owners
- Comprehensive communication program

Communication Program

- Letters to land owners
 - Directs readers to website to enter address
- Digital
 - Social media, websites
- Print
 - Newspapers, including non-English publications
- Other
 - Bold signs, Digital displays, media scrums

Policy to Guide Discretion

- Policy based on Council direction and previous Public Hearings
- Parking
- Amenity Space
- Access
- Backyard Suites and Privacy

Fee Reinstatement

- Reintroduce fees for Land Use Redesignations for suites
- Reintroduce fees for Development Permits
- Adopt the amended fee schedule to waive Development Permit fees to support the proposed 2 year amnesty

Suite Registry

- Focus on safe, compliant suites
- Mandatory upon completion of permit and inspection process
- Must be on the Registry to advertise a suite for rent to the public
- One time fee
 - Fee not applicable to suites currently on voluntary Registry

2 year Amnesty Period

- 2 year period where Development Permit fee waived
- Focus on bringing existing suites into compliance
- After 2 years Development Permit fee reinstated
- Focus transitions to enforcement



Application Guidebook, Rebate Program, and Advertising and Engagement

- Application guide to be developed upon Council decision of suite process
- Rebate program for owner occupied properties not recommended
- Development Permits are to be notice posted and circulated to Community Associations



Recommendations

That Council hold a Public hearing on Proposed Bylaw 24P2018; and

1. Adopt the proposed amendments to Land Use Bylaw 1P2007; and
2. Give three readings to Bylaw 24P2018 (Attachment 10);
3. Adopt by resolution the proposed Policy to Guide Discretion for Secondary Suites and Backyard Suites (Attachment 3);
4. Give three readings to Bylaw 11M2018 (Attachment 4);
5. Adopt by resolution the 2018 Land Use Amendment Fee Schedule (Attachment 5);
6. Adopt by resolution the 2018 Planning Applications Fee Schedule (Attachment 6) to reintroduce fees; and,
7. Adopt by resolution the 2018 Planning Applications Fee Schedule (Attachment 7) to support the two-year amnesty.