

## **SECONDARY AND BACKYARD SUITES POLICY & OTHER HOUSING OPTIONS**

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### **EXECUTIVE SUMMARY**

Since 1972, Administration has reported to Council on 34 separate directions/action items regarding secondary suites – 29 of those have been since 2005. In spite of the attempts by Council and Administration to address issues and concerns over secondary suites, the last four decades have witnessed an increase in the development of an unregulated basement suite industry.

The 2013 Canada Mortgage and Housing Corporation (CMHC) rental survey estimates that Calgary is currently home to approximately 16,000 secondary suites. The City has processed less than 400 applications in total for secondary suites; this means that the vast majority of the existing stock of secondary suites has not been reviewed for compliance with safety or land use rules. In 2013 a City initiated a study on secondary suite safety (the Suite Safety Approach pilot) which found that when there are no permits in place basement suites tend to be unsafe. Although negative spill over effects including parking have been the focus of much of the public debate over establishing a more permissive approach for secondary suites in Calgary, safety of the occupants is the top priority for building, fire and health officials. Having a more permissive approach to the legalization of new and existing secondary suites is a recognized remedy to this situation. Legal suites would have the right to exist, allowing for a process to require them to be brought up to minimum life safety standards.

The purpose of this report is to direct Administration to create a regulatory framework for secondary suites that will give a reference point for consultation with citizens, with the intent of developing specific Council policy, rules, guidelines and recommendations on licensing for secondary suites in early 2015. The proposed framework provides clear direction for Administration to move forward and will allow for suites to be implemented in a way that promotes Council priorities and policy.

There are four objectives of the framework which, if endorsed, will guide The City's future approach to regulating secondary suites across Calgary. Those are:

1. Protect the safety of the tenants.
2. Create a diversity and range of housing choices for Calgarians.
3. Ensure that essential development requirements are met.
4. Provide a consistent, fair, equitable and simple approach to regulate secondary suites.

Administration is recommending five actions for implementation (this is further detailed in Attachment 7):

1. Upgrade and validate the above objectives with stakeholders.
2. Develop policy and amend the Land Use Bylaw as necessary in accordance with the upgraded objectives.
3. Develop a monitoring program for a period of up to 12 months (starting from the date of implementation of Land Use Bylaw amendments) to evaluate the effects of Land Use Bylaw and/or policy changes.
4. Develop any necessary additional detailed guidelines and rules, which may include development of a licensing system for suites.
5. Return through Calgary Planning Commission with all of the above in 2015 Q2.

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In addition to the proposed framework, this report attempts to consolidate recent Council motions on secondary suites (Attachment 1) and provide a coordinated path forward.

### **ADMINISTRATION RECOMMENDATION(S)**

That the SPC on Planning and Urban Development recommends Council:

1. Approve the Secondary and Backyard Suite Framework contained in Attachment 7; and,
2. Direct Administration to return through Calgary Planning Commission no later than 2015 Q2.

### **RECOMMENDATION OF THE SPC ON PLANNING AND URBAN DEVELOPMENT, DATED 2014 SEPTEMBER 10:**

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That Council consider Report PUD2014-0671.

Excerpt from the Minutes of the Regular Meeting of the SPC on Planning and Urban Development, held 2014 September 10:

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“AMENDMENT, Moved by Councillor Colley-Urquhart, that with respect to Administration Recommendation 1 contained in Report PUD2014-0671, Attachment 7 be amended on Page 1 of 2, under the Section, Action, by adding a number 6 as follows:

“6. Consider the following objectives, principles and rules in the formulation of a matrix.”

### **ROLL CALL VOTE:**

For:

G-C. Carra, D. Colley-Urquhart, D. Farrell, E. Woolley

Against:

J. Magliocca, R. Pootmans, W. Sutherland, A. Chabot

### **MOTION LOST**

### **FORWARD LOST MOTION**

Pursuant to Section 155 (7) (a) and (b) of the Procedure Bylaw 44M2006, as amended, Councillor Colley-Urquhart requested that the lost motion with respect to Report PUD2014-0671 be forwarded to Council for information.

APPROVE, Moved by Councillor Carra, that the Administration Recommendations contained in Report PUD2014-0671 be approved, as follows:

That the SPC on Planning and Urban Development recommends Council:

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1. Approve the Secondary and Backyard Suite Framework contained in Attachment 7; and
2. Direct Administration to return through Calgary Planning Commission no later than 2015 Q2.

### **ROLL CALL VOTE:**

For:

G-C. Carra, D. Colley-Urquhart, D. Farrell, E. Woolley

Against:

J. Magliocca, R. Pootmans, W. Sutherland, A. Chabot

**MOTION LOST**

**FORWARD LOST MOTION**

Pursuant to Section 155 (7) (a) and (b) of the Procedure Bylaw 44M2006, as amended, Councillor Chabot requested that the lost motion with respect to Report PUD2014-0671 be forwarded to Council for information.

**FORWARD PRESENTATION**

At the request of Councillor Colley-Urquhart and with the concurrence of the Chair, the Legislative Assistant be directed to attach Administration's Powerpoint presentation with respect to Report PUD2014-0671 prior to the Report being forwarded to Council."

### **PREVIOUS COUNCIL DIRECTION / POLICY**

On 2014 June 09, a Motion Arising was Moved by Councillor Demong, Seconded by Councillor Keating, that with respect to Report CPC2014-044, the following be adopted: That Council direct Administration to bring a report to Council on the potential feasibility of setting up a business licence framework for secondary suites by 2014 September 22 (Attachment 1).

On 2013 September 16, Council approved the recommendations from C2013-0644, which directed Administration to explore ideas and options related to secondary suites and accessory housing, returning to Council through the SPC on Planning and Urban Development (PUD) in 2014 September (Attachment 1).

On 2013 July 29, Council approved the recommendations from PUD2013-0176 which directed Administration to review existing policies and develop guidelines, including stakeholder engagement, to be used in the review of land use and development permit applications to improve predictability for applicants of secondary suites, and to report to the SPC on PUD by September 2014 (Attachment 1).

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### BACKGROUND

#### What is a secondary suite?

A secondary suite in Land Use Bylaw 1P2007 (LUB) is defined as “..a second, self-contained Dwelling Unit...” “...located within a Contextual Single Detached Dwelling or Single Detached Dwelling”. The 2006 Alberta Building Code (ABC) defines a secondary suite as a “...second self-contained dwelling unit that is located within a primary dwelling, where both dwelling units are registered under the same land title”. Under the ABC, a primary dwelling unit can be a single or semi-detached dwelling, duplex, row house or townhouse.

The ABC definition of secondary suite is significant because it does not allow a secondary suite to be separately titled, which means a secondary suite must be rented or otherwise used by the owner of the primary dwelling unit.

Examples of secondary suites are provided on the following page.

SECONDARY SUITE	DETACHED GARAGE
	
<ul style="list-style-type: none"><li>✓ Self contained within the single detached home</li><li>✓ Typically seen in the basement suite form</li><li>✓ Most common type of secondary suite developed</li></ul>	<ul style="list-style-type: none"><li>✓ Self contained within a private garage</li><li>✓ Typically parking for principal dwelling is below</li><li>✓ Second most common suite form</li></ul>

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### DETACHED GARDEN



- ✓ Self contained located at the rear of the main residential building
- ✓ Least common secondary suite form

### History of existing rules and policy

#### 1. *Alberta Building Code*

In 2003, Members of the Legislative Assembly created a committee to review secondary suites. Their mandate was to review the existing codes and to make recommendations on improving them. The committee worked with municipal governments, fire and building code-enforcing authorities, social organizations, the building industry, and the general public to develop new standards for the safe construction and maintenance of secondary suites.

The committee proposed changes to the codes to satisfy primary safety concerns while reducing the costs to build or renovate a suite to comply with the building and fire codes. The Provincial government accepted the recommendations of the committee, resulting in changes to the Alberta Building Code applicable to the construction of new secondary suites and to the Alberta Fire Code for those existing secondary suites constructed before December 31, 2006.

#### 2. *City of Calgary rules and policy*

On July 25, 2005 Council directed Administration to allow secondary and backyard suites in the Residential – One / Two Dwelling (R-1/R-2) and Residential – Contextual One/Two Dwelling (R-C1/R-C2) districts on a 15 metre wide parcel, and in other land use districts through redesignation. This redesignation process was made available by providing a modified version of the R-C1/R-1 district (e.g. R-C1s), which allowed for the additional use of secondary and backyard suites and some rules specific to them. Owner initiated land use amendment applications and Council decisions are necessary to facilitate the consideration of this type of development on a site. It was anticipated that secondary suites would be allowed in various districts through policy support in community plans, such as Area Structure or Redevelopment Plans (ASPs or ARPs).

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Based on Council direction, the districts where secondary suites are listed, and the rules, have been refined a number of times since 2005. The chronology of Council direction for secondary suites and the resulting reports is listed in Attachment 2. The districts where secondary suites are listed and the corresponding district rules are shown in Attachment 3.

### **3. *Summary of existing City of Calgary policy***

In general, policy in the Municipal Development Plan (MDP), ARPs and ASPs suggest the purpose of secondary and backyard suites is to provide rental tenancy housing opportunities in low density residential areas in particular, and rental housing opportunities for lower income households. This is because secondary suites often rent for less than other forms of rental housing as they are traditionally small in floor area and located in a basement.

Secondary suites are often supported by policy because they tend to be physically compatible with the other forms of housing (a secondary suite does not increase the height, setback or parcel coverage of a building that contains it). As well, they provide development and income opportunities in Developed Areas that can allow the retention of the existing dwellings.

### **4. *Summary of existing City of Calgary rules for secondary suites***

The General Rules for Low Density Residential Land Use Districts specify the height, floor area, setbacks, amenity space and density for secondary suites. Secondary suites are allowed only in single detached dwellings or when located on a parcel with this form of housing. The LUB limits the number of secondary suites to one per parcel in order to ensure they are secondary to the principal dwelling and preserve the purpose and intent of the district.

Secondary suites are not automatically allowed in the R-1/R-C1 districts. Parcels in these districts can be redesignated to R-1s or R-C1s, which is the same district with the added use of suites. There is no specific policy to guide applicants or Administration in making decisions on requests for such redesignations. The “s” modified district was specifically designed to allow the inclusion of suites and the change in land use is not a substantial shift away from the general low density residential uses in the area or context. Therefore, using the land use amendment process to allow consideration of suites on a single parcel in this context is not “spot” zoning.

The maximum floor area rule for a secondary suite is intended to ensure they are secondary to the primary dwelling unit - a smaller, less intensive use with lower occupancy, traffic and parking demand than a larger primary dwelling unit, such as a duplex which may be larger. The 70 square metres approximates a dwelling unit size with occupancy of one or two persons and parking demand of one vehicle. A secondary suite without a limit on floor area could imply the same size and intensity of development as a duplex, minus the ability to separately title the unit.

The minimum requirement of one motor vehicle parking stall for a secondary suite is less than the average associated with apartment dwelling units but reflects the more affordable nature of a typical secondary suite. The average vehicle parking demand associated with apartment dwellings ranges from 1.4 to 1.5 stalls in Calgary depending on location, based on a survey conducted by The City of Calgary in 2004. The same survey found a correlation between parking demand and household income. At that time, households living in apartments with

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income less than \$30,000 had motor vehicle parking demand ranging from 0.63 to 1.3 stalls per dwelling unit.

The minimum parcel width of 9.0 metres required for a secondary suite in the R-2 / R-C2 and R-1N / R-C1N districts (see Attachment 3) is necessitated by the requirement that single detached dwellings in these districts have two motor vehicle parking stalls. A narrow parcel cannot physically accommodate three motor vehicle parking stalls in a garage (i.e. two stalls for the single detached dwelling and one for the secondary suite).

The requirement for an amenity space for a secondary suite is similar to the requirement for an amenity space for each dwelling unit in a multi-residential development. Community consultation in 2005 identified the need for a dedicated outdoor amenity space for residents of secondary suites.

### **Detached forms – backyard dwellings**

Detached forms of accessory housing are defined as “Secondary Suite – Detached Garden” and “Detached Garage”. These are not secondary suites as defined in the ABC. Calgary developed its rules on secondary suites prior to the definition in the ABC. These definitions encompass housing forms also known as ‘laneway housing’, ‘garden suites’ or ‘carriage suites’. Detached forms of accessory housing are allowed on parcels in the low density districts only when parcel widths are between 11.0 or 24.0 metres, depending on the district (see Attachment 3). The larger minimum parcel widths were originally set in recognition that these forms of housing were generally new and unfamiliar in Calgary, and that larger parcels would be needed to accommodate the separate, detached buildings, the primary dwelling unit and associated motor vehicle parking. Also, the minimum parcel width requirement reflected the minimum parcel width required for two dwellings units in the R-2/R-C2 district (13.0 metres).

### **Innovative Solutions**

In addition to direction on secondary suite issues, Council asked Administration to report on other innovative housing solutions from other cities. A brief overview of five initiatives is available here with a more complete summary available in Attachment 4.

*Katrina Housing:* An alternative to the industrial trailer form of emergency shelter. Katrina homes are a pre-fabricated small home that is easily constructed. While this was available in the retail sector, its availability or market was short lived.

*Container Housing:* Similar to above, but a different prefabricated material converted and adapted to housing.

*Adaptive Reuse:* Involves the conversion of existing buildings for residential use, often from office, industrial or institutional uses. Uptake is often only significant in markets with limited demand for these other uses.

*Inclusionary Zoning:* Requires developers to include specified uses/development, or money in lieu, as part of a development approval, or in exchange for development above a specified

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density, intensity or height. Traditionally it has been used in the United States to require a percentage of development to be provided for households with low to moderate income, and is often used where there is a need for lower cost housing or where exclusionary zoning is a problem. Alberta municipalities do not have the authority to regulate the sale or rental price of dwelling units.

### Other Jurisdictions

Other municipalities manage suites differently than Calgary, with no one jurisdiction being completely similar to another. Attachment 5 contains a brief description of the rules in other jurisdictions.

Most municipalities manage secondary suites based on their policy, historic housing stock, parcel size and economic context. For example, the most significant single detached residential district in the City of Victoria allows secondary suites but the minimum parcel width is 15 metres for parcels created after 1956. The two small lot districts in Victoria have a minimum parcel width of 10 metres and do not allow secondary suites, while the geographic-specific Gonzales district has a minimum parcel width of 7.5 metres and does allow secondary suites.

The City of Vancouver allows secondary suites in all single detached dwellings where they are allowed in residential zones. The majority of Vancouver's single detached dwellings are in the One-Family Dwelling district (RS-1) where the typical parcel width is 10 metres. However, this district also allows laneway housing on parcels as narrow as 7.3 metres.

The City of Edmonton allows secondary suites in single detached dwellings where there is a minimum parcel size of 360 square metres which approximately corresponds to a 10 metre wide parcel in Calgary. The most common low density residential district in Edmonton has a minimum parcel width of 12 metres.

Typically most jurisdictions limit the size of secondary suites to either a fixed number or percentage of the total floor area of the house, or both. A common maximum floor area is 40 per cent of the floor area or 90 square metres whichever is lesser. Calgary's approach of a fixed amount of floor area is intended to be simple and easily applied and understood.

### Ontario and The City of Mississauga

Ontario has a particularly notable approach in that it mandates all municipalities through Provincial Law (Bill 140, the *Strong Communities through Affordable Housing Act, 2011*) to address secondary suites and ancillary dwellings (e.g. garage suites) in their Official Plans (rough equivalent of Municipal Development Plans in Alberta). This allows for secondary suites in all detached, semi-detached and row house dwellings. Rules such as maximum or minimum floor areas, parking, appearance and licensing are left up to each municipality.

Bill 140 amended the Planning Act of Ontario came into force January 1, 2012. In response The City of Mississauga created a new Mississauga Official Plan, which had to conform to Bill 140 requirements. The resulting program *Housing Choices: Second Units* has received national acclaim and was the recipient of a 2014 Canadian Institute of Planners Award for Planning Excellence. The strategy is held up as a model for implementation and involved:



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- Official plan policies to permit secondary suites,
- Zoning regulations to identify where they are appropriate,
- Licensing requirements to ensure health, safety and property standards are met,
- An education program, and
- Support from key stakeholders/partners.

### INVESTIGATION: ALTERNATIVES AND ANALYSIS

#### Status of secondary suites in Calgary

The City has approved almost 400 development permits for secondary suites and similar forms from the beginning of 2008 to the end of February 2014 (Attachment 6).

Secondary suites that exist in Calgary can be one of three things; legal, illegal or legal non-conforming. To be legal, a suite must be recognized by an approved development permit, regardless of whether it is a permitted or a discretionary use. Before a suite can be considered safe, building and trade permits must have been issued (such as electrical) and all necessary inspections completed.

It is difficult to determine the exact number of these suites; however, between Calgary's census counts of "converted structures", which are defined as an "...additional dwelling unit in a structure that contains more units than the building was originally designed and built to contain" and the 2013 Canada Mortgage and Housing Corporation (CMHC) rental survey, the best estimate available of the scale and scope of the subject can be seen in the chart below. This represents suites that are legal non-conforming, legal, or illegal that could be legalized based on Calgary's current rules.

<b>Non-Conforming, Legal or Illegal, Duplexes or Suites in Calgary (2013 Census)</b>	
Existing units that could be made legal under existing rules for parcels greater than 13 metres	6,000
Existing units that could be made legal under existing rules for parcels greater than 9 metres but less than 13 metres	2,000
Legal non-conforming suites or duplexes that do not meet current parcel width rules, or located in the R-1 and R-C1 districts	5,500
<b>Total (addition of above)</b>	<b>13,500</b>
<b>Total number of single detached dwellings</b>	<b>272,120</b>
<b>Suites as a Percentage of single detached dwellings (existing uptake)</b>	<b>5%</b>

While there may be some variance in concentration, they do occur throughout the city. There are varying estimates of the existing situation - knowing the exact number may not be achievable. Regardless of the exact number, the estimate is substantial from a safety perspective – the status of non-conforming or illegal suites prohibits practices that could ensure these suites are compliant with the ABC and meet basic life safety requirements. It is also substantial in that the loss of this form of housing would have a significant impact on the overall provision of housing. Also of note is that the basic level of uptake of secondary suites is relatively low compared to actually numbers of available single detached dwellings.

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In terms of future opportunities for new suites outside of areas that already have land use, there are roughly 80,000 existing parcels that could meet parcel size requirements. Given the history of uptake, if all those parcels had the ability to develop with our estimated 5 per cent uptake an additional 4,000 suites could be created over a significant area of the city over time.

### **Licensing**

One of the Council mandated purposes of business licensing includes regulation of business activities where the operation of the business - rather than its location - can cause negative spill-over effects into the neighborhood. Should Council choose to adopt a licensing framework, it would mirror the current requirements associated with other license types. The benefits of implementing a licensing regime include coordination of approvals and inspections between Planning, Fire and Building Regulations; centralized application and billing processes; adoption of an existing regulatory framework that includes provisions for the conditioning or revocation of prior approvals; and an appeal mechanism through the Licence and Community Standards Appeal Board for property owners.

A licensing framework would have to be carefully drafted to ensure that it aligns with but does not intrude into areas already regulated by existing City bylaws, such as the LUB or the Community Standards Bylaw. Similarly, a secondary suite licensing bylaw would also need to be aligned with the provincial Residential Tenancies Act, which regulates landlord-tenant issues in Alberta. Licensing cannot be used as a tool to mandate owner occupancy requirements but can assist with ensuring accountability.

While licensing is feasible, it does create an additional level of oversight in a new framework whose impacts have yet to be determined. If licensing were to be considered as part of an overall approach to managing secondary suites, it would be prudent to firstly establish a monitoring program to evaluate the effects of policy and LUB changes.

### **Recommendations**

The direction provided by Council on this report will provide a framework to guide Administration in developing policy with specific goals, to inform and guide rules on secondary and backyard suites. The objectives of this framework are critical. The City of Calgary's primary objectives should be as follows:

1. Protect the safety of the tenants.
2. Create a diversity and range of housing choices for Calgarians.
3. Ensure that essential development requirements are met.
4. Provide a consistent, fair, equitable and simple approach to regulate secondary suites.

Administration is recommending 5 basic actions:

1. Upgrade and validate secondary suite objectives with stakeholders.
2. Develop policy and amend the Land Use Bylaw as necessary in accordance with the upgraded objectives.
3. Develop any necessary additional detailed guidelines and rules, including a licensing system for suites.

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4. Develop a monitoring program for a period of up to 12 months (starting from the date of implementation of Land Use Bylaw amendments) to evaluate the effects of Land Use Bylaw and/or policy changes.
5. Return through Calgary Planning Commission with all of the above in 2015 Q2.

This framework will also address key principles and rules that will guide development of a comprehensive policy and amendments to the LUB. Proposed principles and rules as follows:

### **Principles:**

1. Secondary and Detached Suites are secondary and accessory to a primary dwelling unit.
2. Secondary and Detached Suites do not change the purpose and intent of a land use district.
3. Secondary and Detached Suites are not intended as an alternative to multi-residential development, but as a complementary use.
4. Secondary Suites should be available in all low density housing forms.
  - a. In a Single Detached Dwelling or rear yard of such, should be done through a Development Permit; and,
  - b. In all other forms, will be done through a land use redesignation (e.g. the new Residential – Grade Oriented Infill (R-CG) District).
5. Development guidelines should guide the development of Detached Suites and requests for relaxations of Secondary and Detached Suite rules.
6. Secondary and Detached Suites should accommodate parking on-site.
7. Secondary and Detached Suites should be allowed in all communities.
8. Secondary and Detached Suites should be constructed above the 1:100 designated flood level to improve Calgary's residential resiliency.

### **Rules:**

1. Secondary and Detached Suites should be developed without a need to increase the maximum parcel coverage, building height and setbacks.
2. Secondary Suites should be permitted in a building that meets the rules of the district.
3. Secondary Suites should have consistent rules regardless of district (i.e. rules regarding required parcel width) including options for large lots.
4. Detached Suites should be a discretionary use in districts where a single or semi-detached dwelling, row house or townhouse is allowed.
5. Secondary and Detached Suites should include motor vehicle parking stalls for the residents unless they are small, under 45 square meters.
6. One Detached or Secondary Suite should be allowed per parcel or building unless otherwise allowed by Council.

### **Stakeholder Engagement, Research and Communication**

Administration undertook public consultation regarding secondary suites in 2009 and 2010. This consultation showed that a significant percentage (84 per cent) support new suites, while 76 per cent showed support for secondary suites in their own neighbourhood. Most respondents (62 per cent) believed that on-site parking was crucial to the success of a suite, while only 40 per cent of respondents thought that the owner should be required to live in the

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house. 42 per cent also believed that The City should limit the size of suites to ensure they are secondary to the primary dwelling.

Overall there was a larger acceptability of basement suites (over 80 per cent) while only approximately 60 per cent accepted suites above the garage. Suites were supported fairly equally across the four quadrants:

- Northeast – 84 per cent
- Northwest – 87 per cent
- Southeast – 85 per cent
- Southwest – 79 per cent

In addition to the consultation completed in 2009 and 2010, The City conducted engagement in 2004 and 2005 around the introduction of secondary suites in the Land Use Bylaw. As well, there was additional research conducted in 2012/2013 around secondary suite safety.

Additional survey work replicating the above findings is not necessary at this time. Further city-wide stakeholder and affected resident engagement is proposed on an implementation system prior to the consideration of the adoption of specific rules, licensing and policy by Council.

### **Strategic Alignment**

MDP policies support the retention of the housing stock in Developed Areas and moderate intensification that respects the scale and character of existing development. The MDP generally suggests that households in Calgary be encouraged to live in diverse forms of housing, including compact and efficient forms such as semi-detached dwellings, row houses and townhouses.

#### **Section 2.2.5**

- a. “Encourage growth and change in low-density neighbourhoods through development and redevelopment that is similar in scale and built form and increases the mix of housing types such as accessory suites, semi-detached, townhouses, cottage housing, row or other ground-oriented housing.”

#### **Section 2.3.1**

- a. “Provide for a wide range of housing types, tenures (rental and ownership) and densities to create diverse neighbourhoods that include:
  - i. A mix of housing types and tenures, including single detached, ground-oriented (e.g., duplexes, row houses, attached housing, accessory dwelling units and secondary suites), medium- and higher density and mixed-use residential developments; and,
  - ii. A range of housing choices, in terms of the mix of housing sizes and types to meet affordability, accessibility, life cycle and lifestyle needs of different groups.”

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- b. "Promote a broader range of housing choice for all ages, income groups, family types and lifestyles by:
  - i. Encouraging housing opportunities for low- and moderate-income households in all communities;
  - ii. Promoting innovative housing types, such as co-housing, live/work and cottage and carriage housing and accessory dwelling units, as alternative means of accommodating residential growth and providing affordable housing options; and,
  - iii. Including supportive land use policies and development strategies in Local Area Plans that encourage the provision of a broader range of housing affordable to all income levels."
- f. Create affordable housing by encouraging:
  - vi. "The provision of an adequate supply of rental accommodation across the city that is affordable to low-and moderate-income households"

### **Section 3.5.1**

- a. "Recognize the predominantly low density, residential nature of Developed Residential Areas and support retention of housing stock, or moderate intensification in a form and nature that respects the scale and character of the neighbourhood."

### **Social, Environmental, Economic (External)**

#### **Social**

Secondary and backyard suites are one of many housing choices that can accommodate a wide range of households (i.e. ages, income, family size and lifestyles). Expanding the opportunities through policy and rules in the low density residential districts could provide sensitive intensification and more housing options.

#### **Environmental**

Policy and rules on secondary and backyard suites could provide opportunities to use existing community infrastructure and to meet the varied needs of households.

#### **Economic (External)**

Secondary and backyard suites, if not used by households for their own needs, could create additional residential small-scale rental housing.

### **Financial Capacity**

#### **Current and Future Operating Budget:**

Since Council directed in September 2013 that DP and redesignation application fees be waived, 94 DP and 37 redesignation fees have been waived which otherwise would have provided \$42,006 and \$161,770 respectively towards the costs of these services.

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### **Current and Future Capital Budget:**

No impacts

### **Risk Assessment**

Ad hoc placement of secondary and backyard suites has inadvertently created policy about where suites should be located. Without clear policy direction, Council, industry, communities and the public are left not knowing the direction that the City wants to take with suites making it hard to predict and not transparent.

### **REASON(S) FOR RECOMMENDATION(S):**

A framework for secondary and backyard suites will provide a basis for developing detailed implementation system (policy, rules, guidelines, licensing, etc.), which in turn allows for processes to require suites to be brought up to minimum life safety standards. A framework will set clear expectations as to the intent, purpose and clear direction regarding a city-wide approach to suites.

### **ATTACHMENT(S)**

1. Secondary and Accessory Suites Notice of Motions
2. Chronology of Council Direction to Administration Regarding Secondary Suites
3. Districts and Rules Regarding Secondary Suites in Calgary
4. Innovative Solutions from Other Cities
5. Practices in Other Jurisdictions
6. Development Permit Applications for Secondary Suites
7. Secondary and Backyard Suite Policy & Regulatory Framework
8. **Distribution - Powerpoint Presentation**