Secondary Suites – Panel Discussion

Saturday, Feb. 25, 2017, 1:00 pm - 3:00 pm
Millennium Library (251 Donald Street), 2nd Floor - Buchwald Room

Agenda

OPENING REMARKS (1:00 - 1:10)

PANELISTS (1:10 – 2:00)
  Noah Yauk, City of Winnipeg
  Alan Mingaracal, City of Winnipeg
  Shannon Greer, Province of Manitoba
  Steven Ulrich, JSU Properties Limited
  Chris Loewen, Garage Masters
  Brad Sveinson, Character Homes
  Kelly Shields, City of Winnipeg

QUESTIONS AND ANSWERS (2:00 – 3:00)

CLOSING AND EXIT SURVEY
CITY OF WINNIPEG
SECONDARY SUITES
Outline

1. What Are Secondary Suites
2. Types of Secondary Suites
4. Experience – Winnipeg
5. Development Approvals for Secondary Suites
6. Secondary Suites and other cities
7. Use Specific Standards
8. Approval Process
9. Information Sources
What are Secondary Suites?

What are Secondary Suites:

- Small, self contained dwelling units
  - Attached to a single-family home (Attached Secondary suite), or
  - A stand alone building on a lot that has a single-family home (Detached Secondary suite),

- Factors like site characteristics, building code requirements and servicing are key considerations when determining which type of suite to build.
What are Secondary Suites?

Size is key:

- Secondary Suites are meant to be small;
  - Accessory dwelling units/subordinate
  - NOT a two-family dwelling
- Detached Secondary Suites can be no larger than 600 sq. ft. in size.
- Attached Secondary Suites can be no larger than 1/3 the size of the building or 800 sq. ft., whatever is less.

- Any proposed exceptions to the maximum size require a variance application.
When considering built form, there are essentially 3 types of Secondary Suites:

1. Stand Alone Secondary Suites, (often known as Garden Flats)
2. Secondary Suites within the existing dwelling (attached)
3. Garage Secondary Suites, (either at grade or above grade)
Benefits of Secondary Suites

For the Tenant
- Affordable Housing
- Ground Oriented Housing
- Proximity to existing services
- Ensures Safer Living Conditions

For the Community
- Hidden Density
- Affordable Housing
- Infrastructure Costs
- Complete Communities
- Compact Development
- Increase Population

For the Owner
- Mortgage helper
- Aging in place
- Families can remain together
- Early Adult Independence building
Experience - Winnipeg

Secondary Suites introduced into our Zoning By-law 200/2006

- Zoning By-law adopted March 1st, 2008
- Only accommodated Attached Secondary Suites
  - Wording of the Zoning Definition of Secondary Suite precluded detached suite
- Detached Suites introduced into our Zoning By-law in 2012 as Conditional Use.
- Attached Suites now permitted in Zoning By-law 200/2006
Development Approvals for Secondary Suites

Applications approved to the of 2016

- 193 Applications
- 180 for attached
- 13 for detached
Secondary Suites and other Cities

- **Edmonton**
  - 600 permits issued for Secondary Suites in 2015

- **Vancouver**
  - Inventory of 26,600 Secondary Suites by 2014.

- **Calgary**

*Figure 5.3: 2015 Net Housing Units (City Wide)*

- Garage Suites (29)
- Secondary Suites (571)
- Single-detached (3,466)
- Duplex (17)
- Semi-detached (1,784)
- Row House (1,869)
- Apartment (5,140)
- Mobile Homes (-2)

*Total Units 12,874*
Use Specific Standards

Attached Secondary Suites

- Only one entrance to the dwelling from the street may be located on the facade that faces the street, unless the dwelling contained an additional street-facing entrance prior to the creation of the secondary suite.
- Lots containing secondary suites must contain a minimum of 2 off-street parking spaces.
- The maximum size of the secondary suites may be no more than 33 percent of the floor area of the dwelling, or 800 square feet, whichever is less.
- No secondary suite shall have a floor area less than 350 sq. ft.

Detached Secondary Suites

- On a ‘through lot’, corner lot or an improved public lane.
- Min site of 3,500 sq. ft.
- Max height: 15 ft, above garage is 25 feet.
- Max floor 600 sq. ft., min 350sq.ft.
- Min 10 ft. from the principal dwelling.
- The min side yard same the principal dwelling.
- The min rear yard 5 ft.
- Max lot coverage of base zoning district (40%).
- Min. of 2 off-street parking spaces.
- Within 150 ft. of the front street with an unobstructed path (street to suite).
- No condo, stratification and/or subdivision.
- No roof decks above the living area.
- No home based businesses, care homes, or rehabilitation homes.
- Plan Approval required.
- Max 12.5% lot coverage of all combined accessory structures.
Use Specific Standards

Plan Approval for Detached Secondary Suite Applications

- A site plan shall be included with the application submission and must provide the following:
  - Lot grading plan
  - Location and details of the proposed sewer and water connections
  - Location and design of the proposed secondary suite
  - Building Elevations
    - Materials
    - Exterior lighting
  - Floor Plans
    - Windows
    - Doors
    - Balconies
    - Patios
  - Site Plan
    - Parking
    - Landscaping
    - Outdoor space
    - Fencing
Approval Process

Attached Secondary Suite
- Permitted Use
  - No public hearing required if meeting all use specific standards in the zoning by-law

Detached Secondary Suite
- “C” Conditional use application required
  - Public Hearing at Board of Adjustment
    - Decision of the Board can be appealed to the Appeal Committee
Information Sources

City of Winnipeg Zoning By-law

View at:

http://clkapps.winnipeg.ca/dmis/DocExt/ViewDoc.asp?DocumentTypeId=1&DocId=3943
Information Sources

- Secondary Suites Brochures
Information Sources

- Secondary Suites Webpage

View at: http://winnipeg.ca/PPD/permits/Residential/SecondarySuites.stm
Information Sources

- Provincial Program
  View at:
  [www.gov.mb.ca/housing/mh/progs/ssp.html](http://www.gov.mb.ca/housing/mh/progs/ssp.html)

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**SECONDARY SUITES PROGRAM**

**What is the Secondary Suites Program?**
- Provides financial assistance to eligible homeowners to construct a secondary suite in the form of a forgivable loan for 50% of the total construction/renovation costs to a maximum of $35,000 per suite.

**What are the qualifications and guidelines?**
- Eligible applicants are homeowners, who own the property and are living in the primary dwelling full-time where the secondary suite is to be developed.
- The secondary suite must be a private, self-contained residential unit.
- A secondary suite can be in the basement or an above ground addition to the main dwelling, a garden suite, a carriage suite or garage suite.
- Eligible applicants must lease secondary suites to tenants that have an annual gross household income below the applicable threshold as set out by Manitoba Housing.
- Rents must be set at or below Affordable Housing Rental Rates (AHRs) for the areas in which they are located and must remain affordable for at least ten (10) years. The monthly rental charge must be inclusive of essential services (heat, hydro, and water).
- The homeowner is responsible for hiring, paying and managing all contractors and sub-trades. Homeowners will be required to submit copies of all receipts and sales agreements at the appropriate time to substantiate costs.
- Manitoba Housing will enter into an agreement with the homeowner and will register a mortgage/encumbrance on the property for a 10-year period.
- **NOTE:** To be eligible for funding you MUST receive written funding approval from Manitoba Housing prior to commencing construction of the secondary suite.

**Where do you get more information on the program, or request an application?**
- To request an application package, or for more information on the Secondary Suite Program:
  - call 204-945-5566 in Winnipeg, toll-free 1-866-689-5566 outside Winnipeg
  - email your request to [housing@gov.mb.ca](mailto:housing@gov.mb.ca)
  - visit our office at 200 – 352 Donald Street, Winnipeg, MB R3B 2H8