

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

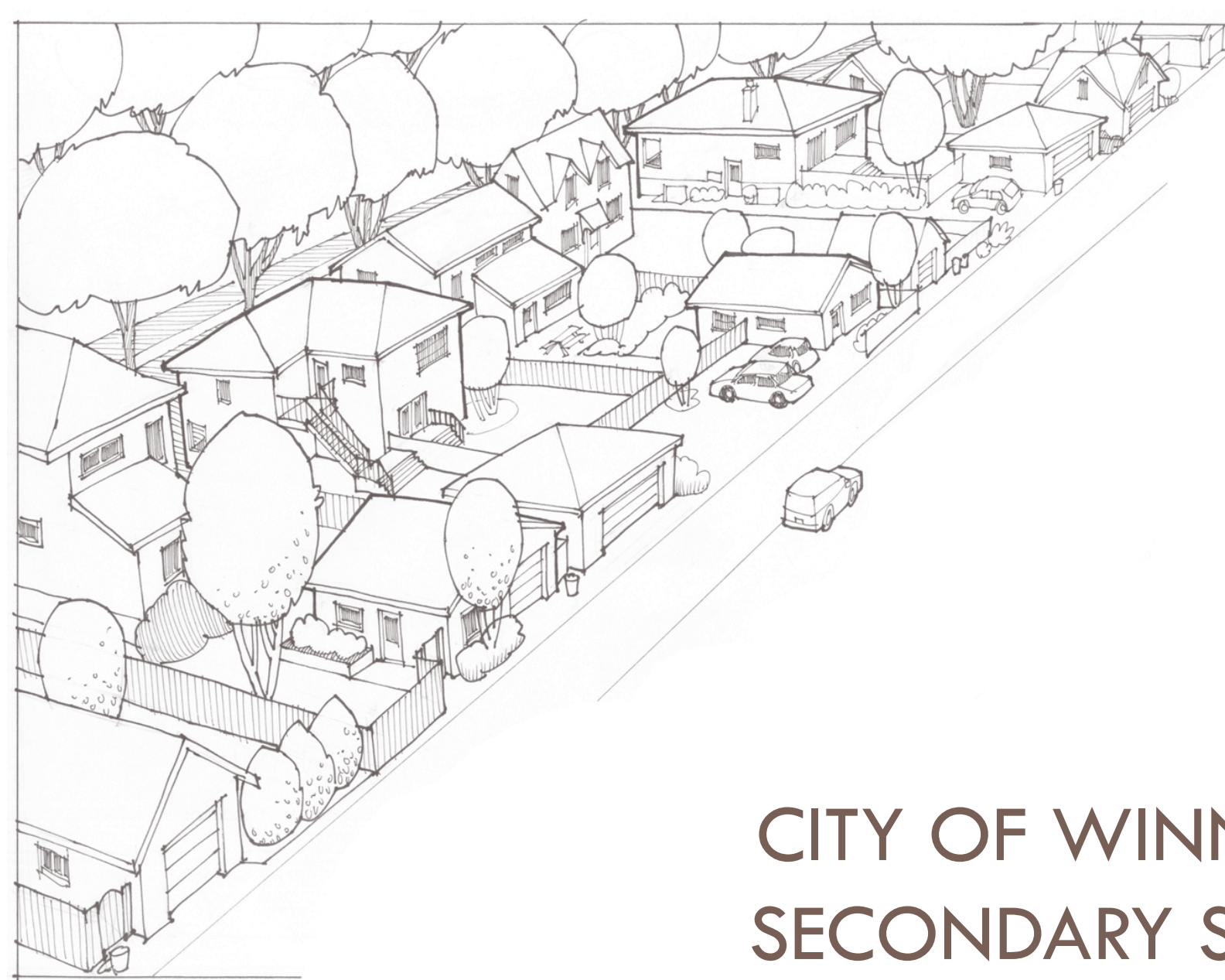
Chris Loewen, Garage Masters

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

3

1. **What Are Secondary Suites**
2. **Types of Secondary Suites**
3. **Benefits 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?

4

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?

5

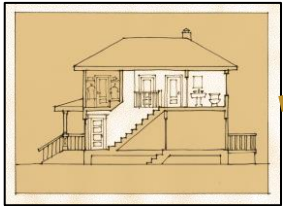
Size is key:

- 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.

Types of Secondary Suites



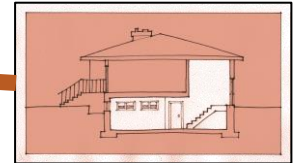
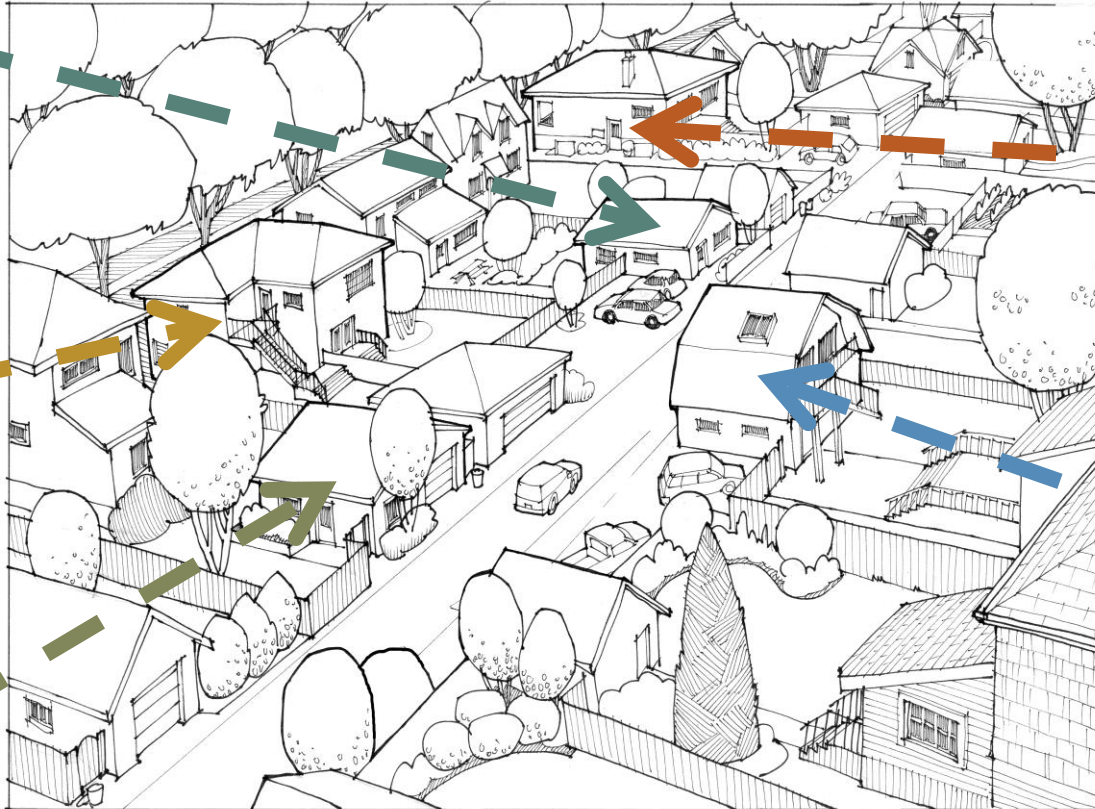
**Stand Alone
Secondary Suite**



**Secondary Suite
within the existing
dwelling above
grade**



**Garage
Secondary Suite
at grade**



**Secondary Suite
within the existing
dwelling below
grade**



**Garage
Secondary Suite
above grade**

Benefits of Secondary Suites

7

For the Owner

- Mortgage helper
- Aging in place
- Families can remain together
- Early Adult Independence building

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



Experience - Winnipeg

8

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

9

Applications approved to the of 2016

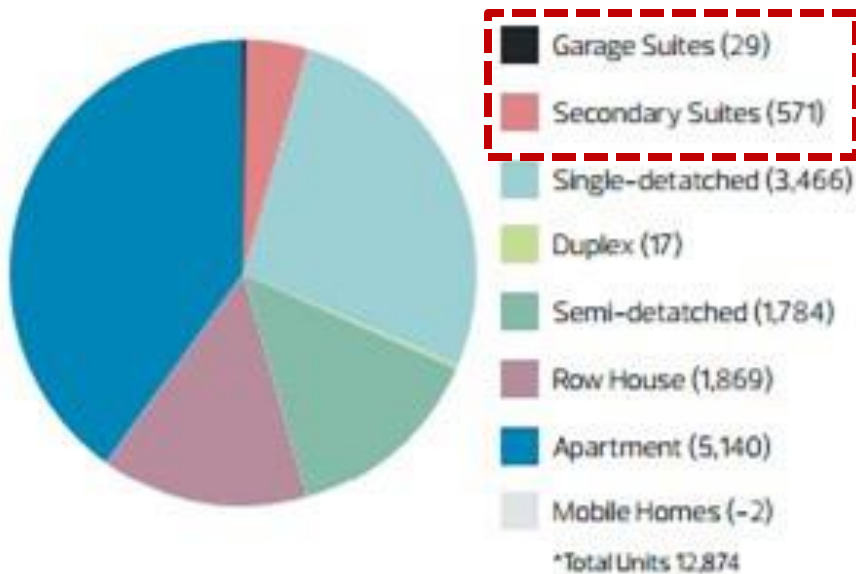
- 193 Applications
 - 180 for attached
 - 13 for detached

Secondary Suites and other Cities

Edmonton

- 600 permits issued for Secondary Suites in 2015

FIGURE 5.3 2015 NET HOUSING UNITS (CITY WIDE)*



Vancouver

- Inventory of 26,600 Secondary Suites by 2014.

Calgary

- Approved 144 Secondary Suites between Sept. 2015 and Sept. 2016.

Use Specific Standards

11

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

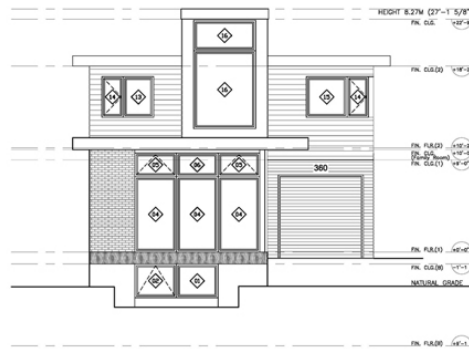
- Materials
- Exterior lighting

- Floor Plans

- Windows
- Doors
- Balconies
- Patios

- Site Plan

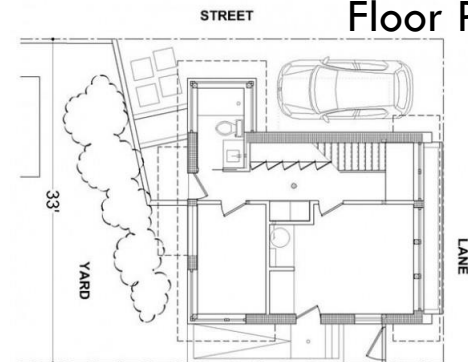
- Parking
- Landscaping
- Outdoor space
- Fencing



Elevation



Floor Plan



Site Plan

Approval Process

13

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

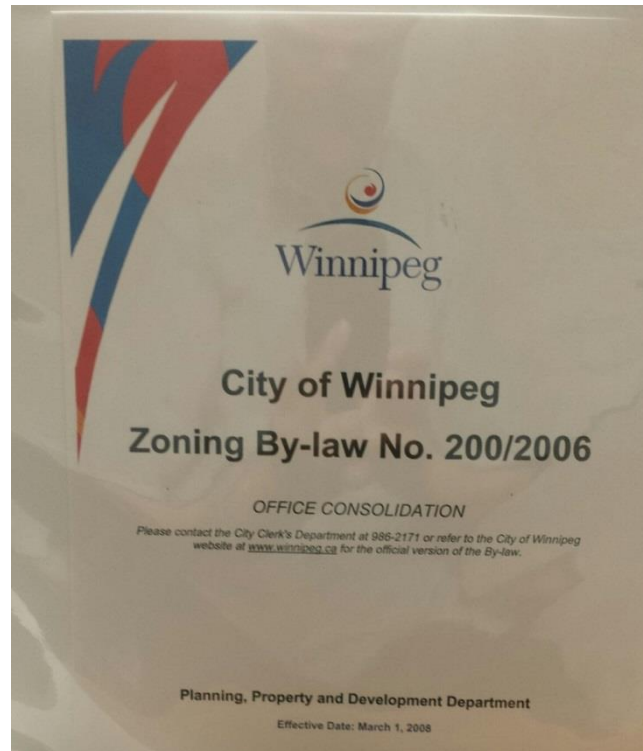
Information Sources

14

▣ City of Winnipeg Zoning By-law

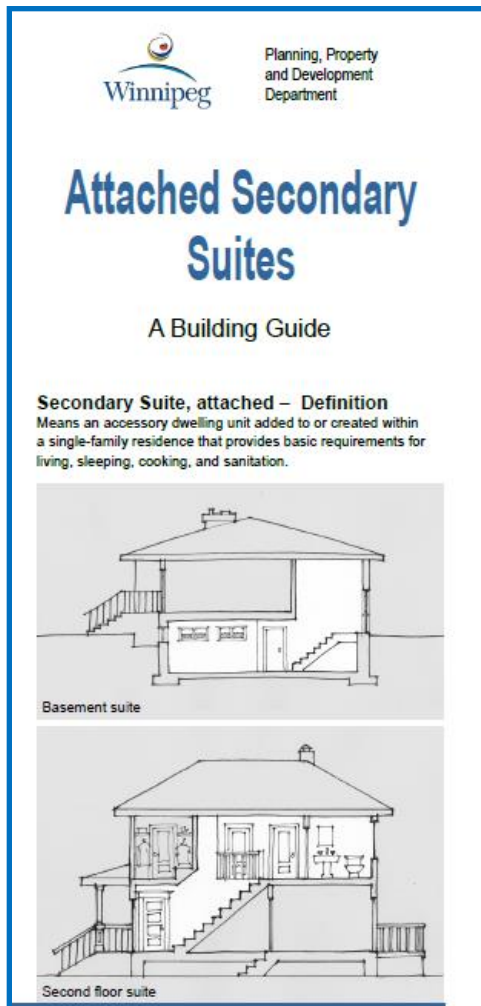
View at:

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



Information Sources

▣ Secondary Suites Brochures




Winnipeg Planning, Property and Development Department


Attached Secondary Suites

A Building Guide

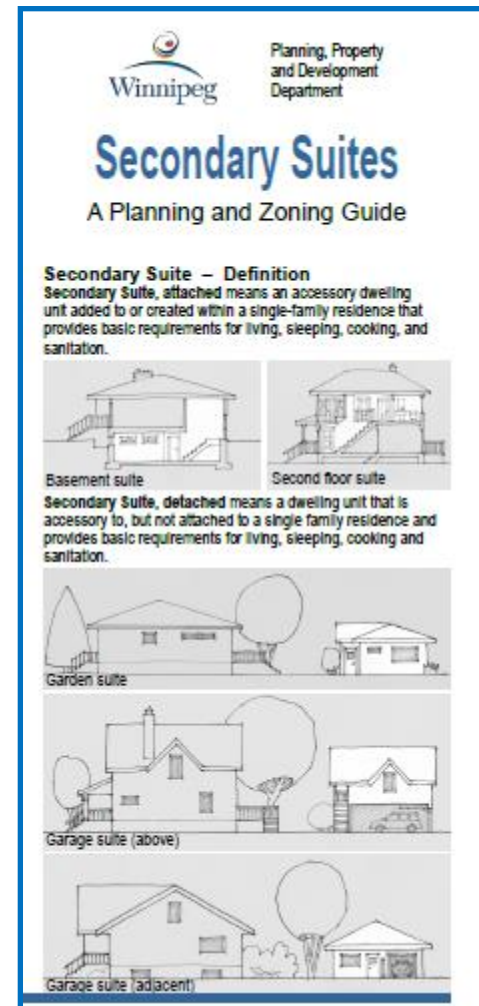
Secondary Suite, attached – Definition
Means an accessory dwelling unit added to or created within a single-family residence that provides basic requirements for living, sleeping, cooking, and sanitation.



Basement suite



Second floor suite




Winnipeg Planning, Property and Development Department


Secondary Suites

A Planning and Zoning Guide

Secondary Suite – Definition
Secondary Suite, attached means an accessory dwelling unit added to or created within a single-family residence that provides basic requirements for living, sleeping, cooking, and sanitation.

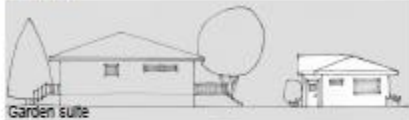


Basement suite




Second floor suite


Secondary Suite, detached means a dwelling unit that is accessory to, but not attached to a single family residence and provides basic requirements for living, sleeping, cooking and sanitation.



Garden suite



Garage suite (above)



Garage suite (adjacent)

Information Sources

16

Secondary Suites Webpage



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Planning, Property and Development

Home : [Planning, Property and Development](#) : [Services](#) : [Permits](#) : [Residential](#) : [Secondary Suites](#)

Secondary Suites

Planning, zoning and building information for attached and detached secondary suites.

To apply for your permit please visit the Zoning and Permits Office at [Unit 31 – 30 Fort Street](#).

Secondary suites offer a unique opportunity to create a suite attached to your single-family home, or contained on your property. A secondary suite is a self-contained living space and can be used as a source of income (rental suite) or could house a family member.

Sometimes called a granny suite, or an in-law suite, a secondary suite has a separate entrance, and living, cooking, sleeping and bathroom facilities.



Secondary Suites Panel Discussion

Free Secondary Suites Session Offered February 25, 2017

The City of Winnipeg is pleased to offer a free, interactive panel discussion about building Secondary Suites as part of the City of Winnipeg Housing Speaker Series.

The panel discussion will help those interested in building a secondary suite

Related links

- [Make a Permit a Part of Your Plans](#)
- [Planning Your Project](#)
- [Residential Project Inspection](#)
- [Building Permits FAQ](#)
- [Housing Inspectors and Districts](#)
- [Brochures](#)
- [Planning, Development, and Building Fees and Charges](#)

Permits & Zoning Customer Information

Location: Unit 31 – 30 Fort Street, Winnipeg, MB, R3C 4X7

Hours: Tuesday to Friday from 8:30 am to 4:30 pm

Phone: 204-986-5140

Email: ppd-permit@winnipeg.ca

To schedule an appointment, call 204-986-8113 or email ppd-permitappointments@winnipeg.ca

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

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.



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Contents on this Page

- [What is the Secondary Suites Program?](#)
- [What are the qualifications and guidelines?](#)
- [Where do you get more information on the program, or request an application?](#)

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 (AHRRs) 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
 - or
 - email your request to – housing@gov.mb.ca
 - or
 - visit our office at 200 – 352 Donald Street, Winnipeg, MB R3B 2H8