

Template Bylaw for Adopting Secondary Suites

The MLA Review Committee on Secondary Suites has recommended changes to the building and fire codes to recognize secondary suites as a distinct type of accommodation from apartments or duplexes and to establish specific safety standards for secondary suites. Building permits may be issued for new secondary suites after December 31, 2006. Existing secondary suites will have until December 31, 2008, to comply with changes to the Alberta Fire Code.

To assist municipalities, a template bylaw has been developed for amending the land use bylaw to allow secondary suites. The following template bylaw includes examples of districts and standards for illustrative purposes only. Existing *Municipal Government Act* provisions for amending the land use bylaw apply for municipalities choosing to allow secondary suites. The decisions that must be made relating to secondary suites include:

- To include secondary suites as a definition.
- To determine if secondary suites will be a permitted or a discretionary use.
- To determine those districts in your own land use bylaw where secondary suites are a use.
- To determine any standards in the model bylaw that that will apply to any new secondary suites.

Each municipality is encouraged to adapt the bylaw to meet individual requirements.

Template Bylaw to add Secondary Suites to the Land Use Bylaw

Bylaw No.: _____

A Bylaw of the Municipality of _____ to amend Bylaw _____ the Land Use Bylaw of the Municipality of _____.

The Council of the Municipality of _____, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. Bylaw No. _____ - the Land Use Bylaw of the _____ of _____ is hereby amended.
2. Bylaw No. _____ is hereby amended by inserting the following subsections _____ to Section _____ Definitions:

_____ Secondary suite means a second self-contained dwelling unit that is located within a primary dwelling unit where both dwelling units are registered under the same land title.

_____ Primary dwelling unit means a townhouse, row house, single or semi-detached home or duplex.

3. Bylaw No. _____ is hereby further amended by inserting the following Subsection _____ into Section _____ General Rules:

.../2

March 8, 2007

For further information about secondary suites, contact the Safety Services Branch toll-free at 1 (866) 421 6929, or a planning advisor in the Municipal Services Branch at (780) 427 2225 (to call toll-free within Alberta, dial 310 0000).



(Suggested Standards for consideration)

Secondary Suites shall:

- (a) be located in a primary dwelling unit.
- (b) have a separate entrance that is finished and landscaped in the same manner as the exterior of the primary dwelling.
- (c) maintain a minimum side-yard setback of _____ metres.
- (d) maintain a minimum rear-yard setback of _____ metres.
- (e) separate accessory building for lockable outside storage.
- (f) separate utility connections or a method of separating utility bills.
- (g) have an onsite parking space.

4. Bylaw No. _____ is further amended by adding to the list of approved (permitted or discretionary) uses in the R1 (single detached residential district), the following: Secondary Suites
5. Bylaw No. _____ is further amended by adding to the list of approved (permitted or discretionary) uses in the H (hamlet district), the following: Secondary Suites
6. Bylaw No. _____ is further amended by adding to the list of approved (permitted or discretionary) uses in the R1A (low-density infill district), the following: Secondary Suites
7. Bylaw No. _____ is further amended by adding to the list of approved (permitted or discretionary) uses in the RE (residential estate district), the following: Secondary Suites
8. Bylaw No. _____ is further amended by adding to the list of approved (permitted or discretionary) uses in the R2 (semi-detached residential district) the following: Secondary Suites
9. Bylaw No. _____ is further amended by adding to the list of approved (permitted or discretionary) uses in the R3 (low-density residential district) the following: Secondary Suites
10. Bylaw No. _____ is further amended by adding to the list of approved (permitted or discretionary) uses in the R4 (medium-density multiple family residential district) the following: Secondary Suites
11. This Bylaw shall come into force on the date of final passing thereof.

ISBN 978-0-7785-5985-6

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