

Secondary Suites Policy (proposed to be added into Section 30 of the 2012 CKLOP)

Secondary Suite:

means a self-contained residential dwelling unit, which is ancillary to a principal residential dwelling unit, and includes a separate entrance, kitchen facilities, washroom facilities, and living space from the principal residential dwelling unit.

18.5.5 This Plan will support zoning provisions that are flexible enough to permit a broad range of housing forms, including secondary suites.

18.5.6 Secondary suites are permitted as of right, in addition to the principal dwelling unit, in single-detached, semi-detached or linked, and row house dwellings as well as in accessory structures on lots associated with these dwelling types (if one does not already exist in the principal dwelling) provided they are in accordance with this policy and the applicable zoning by-law provisions. The following criteria shall be considered when evaluating proposals for the creation of secondary suites.

- i. One secondary suite is permitted per lot in designated settlement areas. Lands located outside of designated settlement and Waterfront areas may have both a secondary suite and a garden suite subject to policies contained in Section 5.4.
- ii. Secondary suites located on properties outside of designated settlement areas shall have a minimum lot area of 0.6 hectares. This requirement may be reduced to 0.4 hectares through a rezoning application where it is demonstrated that the lot can be adequately serviced.
- iii. The floor area of the secondary suite shall be equal to or smaller in size compared to the gross floor area, excluding attached garage area, of the principal dwelling unit without any substantial modification to the building's bulk or massing.
- iv. A secondary suite may be located in an accessory structure provided this is not a boathouse.
- v. The Zoning By-law shall contain appropriate performance standards for the creation of a secondary suite, including lot area and frontage, yard setbacks, coverage, height, and landscaping to reflect the character of the neighbourhood. Secondary suites are not subject to density control requirements as defined in the applicable Zoning By-law.
- vi. One (1) additional on-site parking space is provided exclusively for the secondary suite.
- vii. Secondary suites shall only be permitted on lots having adequate sewage and water supply capacity. Secondary suites being developed on private

services are encouraged to utilize the existing private sewage disposal systems and wells.

- viii. Secondary suites shall only be permitted on properties having frontage and access to a year-round municipally maintained road.
- ix. Secondary suites shall not be permitted within floodplains, erosion hazards, or other hazardous lands.
- x. A secondary suite within an accessory structure shall not be severed from the lot accommodating the principal dwelling.
- xi. Secondary suites shall comply with the provisions of the Ontario Building Code, Fire Code, Zoning By-law and all other relevant municipal and provincial standards.
- xii. All secondary suites shall be registered in accordance with the City's Secondary Suites Registration By-law.
- xiii. Secondary suites shall:
 - a. be permitted in single-detached, semi-detached or linked and row house dwellings as well as in accessory structures on lots associated with these dwelling types in the Settlement Area and Rural Settlement Area designations of the Oak Ridges Moraine Conservation Plan (2017);
 - b. be permitted only in single-detached dwellings in the Countryside Area designation of the Oak Ridges Moraine Conservation Plan (2017);
 - c. not be permitted within the Natural Core Area and Natural Linkage Area designations of the Oak Ridges Moraine Conservation Plan (2017); and,
 - d. be subject to all of the policies contained in Section 18.5.6.

18.5.7 Building design is encouraged to facilitate subsequent conversion to provide additional housing units, such as secondary suites.