

3.08 Suites

A suite is permitted as an accessory use in a one-family dwelling, or other type of dwelling unit as permitted in Part 6 of this Bylaw. There are three types of suites – secondary suites, garden suites, and carriage suites. Only one suite is permitted per lot.

3.08.01 General Regulations for all Suites

- (1) There may only be one suite per lot;
- (2) The one-family dwelling to which a suite is accessory to must be owner-occupied;
- (3) The one-family dwelling to which a suite is accessory to must be located on a lot of not less than 550 m² (5,920 ft²) in area, except as otherwise permitted in Part 6 of this Bylaw;
- (4) An Occupancy Permit has been issued for the secondary suite;
- (5) One additional off-street parking space shall be provided for the exclusive use of the occupancy of a suite, and this space shall not be located in tandem with any parking space for the principal dwelling to which the secondary suite is accessory;
- (6) The suite and the one-family dwelling to which it is accessory must be a single real estate entity. Strata titling is not permitted.

3.08.02 Additional Regulations for Secondary Suites

- (1) The secondary suite must be completely contained within the one-family dwelling;
- (2) The secondary suite is not obtrusive so as to change the one-family nature of the one-family dwelling;
- (3) The secondary suite must have a floor area of not more than 90 m² (969 ft²) or 40% of the habitable area of the building in which it is located, whichever is less.

3.08.03 Regulations for Garden suites and Carriage Suites

- (1) Garden suites and carriage suites are not permitted on lots within the “City Centre” designation as delineated in the Official Community Plan;
- (2) Garden suites or carriage suites must be completely contained in a detached accessory building;
- (3) Garden suites or carriage suites may not be located;
 - (a) Within 3 m (9.8 ft) of the primary dwelling;
 - (b) Within 1 m (3.2 ft) of any rear lot line;
 - (c) Within 1 m (3.2 ft) of any interior side lot line;
 - (d) Within 3m (9.8ft) of any front lot line or exterior side lot line, except that no garage or carport that faces either a front or exterior side lot line may be located within 5.5 m (18 ft) of that lot line;

- (4) A garden suite or carriage suite is only permitted on a lot having a width greater than or equal to 11 m (36.1 ft) and a depth greater than or equal to 29 m (95.1 ft);
- (5) Only one driveway per lot is permitted;
- (6) Rooftop patios are not permitted;
- (7) Garden suites or carriage suites must be connected to municipal sanitary sewer or provide confirmation of adequate septic capacity prior to the issuance of a building permit;
- (8) All accessory buildings and structures on the lot including garden suites and carriage suites may not exceed the maximum footprint set out in section 3.05.02(4) or the maximum lot coverage of the applicable zone in Part 6 of this Bylaw;
- (9) If a suite already exists within the primary dwelling it must be decommissioned prior to the issuance of a building permit for the garden suite or carriage suite. The following must occur:
 - (a) Removal of the kitchen which includes the stove, oven, and sink, OR the removal of the shower/bathtub and;
 - (b) Remove the exterior access OR sufficiently open access to the principal dwelling.

3.08.04 Additional Regulations for Garden Suites

- (1) Permitted only on lots over 550 m² (5,920 ft²) unless otherwise noted in Part 6 of this Bylaw;
- (2) Must be located behind the rear building line of the one-family dwelling;
- (3) The suite may not have a gross floor area of more than 65 m² (700 ft²);
- (4) Height maximum of 4.5 m (14.8 ft).

3.08.05 Additional Regulations for Carriage Suites

- (1) Permitted only on lots over 1,000 m² (10,764 ft²) unless otherwise noted in Part 6 of this Bylaw;
- (2) Must be located in front of the rear building line of the one-family dwelling;
- (3) The suite may not have a gross floor area of more than 90 m² (969 ft²);
- (4) Height maximum of two storeys;
- (5) Ground floor of the carriage suite must be exclusively used for vehicle parking;
- (6) Are not permitted on panhandle lots;
- (7) On lots over 4,000 m² (1 ac);
 - (a) Section 3.08.05(2) does not apply;
 - (b) Permitted on panhandle lots, despite Section 3.08.05(6);

- (c) Ground floor may contain uses other than a garage, including but without limiting the generality of the foregoing: workshop, storage, or art studio;
- (8) Where permitted on lots less than 1,000 m² (10,764 ft²) as per Part 6 of this Bylaw:
- (a) May not be located within an accessory building that has a building footprint of more than 60 m² (645 ft²);
 - (b) May not have a gross floor area of more than 60 m² (645 ft²);
 - (c) May only be located on lots with laneway access, corner lots, or on a lot that shares a driveway with an adjacent lot that benefits from a registered reciprocal access easement;
 - (d) May be located on lots with a minimum width of 9.5 m (31ft) and a minimum depth of 29 m (95 ft) provided that the lot has direct vehicle access from a highway, laneway, access route in a bare land strata plan, registered access easement, or other secondary access route;
 - (e) The one-family dwelling to which the carriage suite is accessory may not contain vehicle parking;
 - (f) Notwithstanding the definition of “height” in Part 1, Section 3.05.02(3), and 3.08.05(4), the highest point of the roof of the carriage suite may not exceed the height of 85% of the highest point of the roof of the one-family dwelling, as measured from the average finished grade of the lot.