

NO: **R205**

COUNCIL DATE: **DECEMBER 15, 2014**

---

## REGULAR COUNCIL

TO: **Mayor & Council**

DATE: **December 15, 2014**

FROM: **General Manager, Planning and Development**

FILE: **3760-15**

SUBJECT: **Removal of City Policies that Prohibit Secondary Suites**

---

## RECOMMENDATION

The Planning and Development Department recommends that Council:

1. Receive this report as information; and
2. Resolve to rescind the following City Policies, all of which are obsolete:
  - (a) O-26 – Secondary Suites – Beaver Creek Heights Area;
  - (b) O-33 – Secondary Suites – Panorama Area; and
  - (c) O-35 – Secondary Suites – Fairview Ridge;

## INTENT

The purpose of this housekeeping report is to obtain Council's approval to rescind City Policy Nos. O-26, O-33 and O-35 that prohibit secondary suites, all of which policies are obsolete.

## BACKGROUND

On December 16, 1991, Council adopted City Policy No. O-26 (Appendix I), which prohibited secondary suites from being legalized within the Beaver Creek Heights Area (RES. 91-4875). A map of the Beaver Creek Heights Area is attached as Appendix II.

On February 24, 1997, Council adopted City Policy No. O-33 (Appendix III), which prohibited secondary suites from being allowed in the 16-lot area along 128A Street/63A Avenue (Panorama Park Area) (RES. R97-507). A map of the Panorama Park Area is attached as Appendix IV).

On April 7, 1997, Council adopted City Policy No. O-35 (Appendix V), which prohibited secondary suites from being allowed in the Fairview Ridge subdivision in Fleetwood (RES. R97-944). A map of the Fairview Ridge subdivision is attached as Appendix VI).

At the Regular Council Meeting on November 15, 2010, Council approved the recommendations of Corporate Report No. R240;2010, to allow a secondary suite as a permitted use in zones that permit a single family dwelling. Surrey Zoning By-law, 1993, No. 12000 (the "Zoning By-law") sets conditions for when a secondary suite is permitted. These conditions include:

- a secondary suite can only be located in a single family home;
- only one secondary suite is permitted per single family home;
- the owner must live on the property in either the main dwelling unit or the secondary suite;
- a requirement to provide one additional off-street parking space;
- a prohibition on secondary suites on properties with a coach house; and
- a prohibition on secondary suites in semi-detached or duplex buildings.

## DISCUSSION

As part of the housekeeping items related to Corporate Report No. R240;2010, staff reviewed the City Policy Manual and found policies, adopted well over a decade ago, that specifically prohibit secondary suites in three specific neighbourhoods:

- O-26 - Beaver Creek Heights Area;
- O-33 - Panorama Park Area; and
- O-35 - Fairview Ridge;

(collectively the "Policies")

Notwithstanding the Policies, and based on numbers derived from building permit, utility fee records and property tax data showing all known secondary suites as of September 18, 2014, there are a significant number of secondary suites in each of these neighbourhoods, as follows:

- 39% of lots (79 out of 201 lots) in the Beaver Creek Heights Area have secondary suites;
- 75% of lots (12 out of 16 lots) in the Panorama Park Area have secondary suites; and
- 41% of lots (31 out of 76 lots) in the Fairview Ridge subdivision have secondary suites.

The original intent of the Policies was to work with an existing Building Scheme/Restrictive Covenant for each area and the RF zoning in place at the time of development to preclude secondary suites. Given that two of the Policies were adopted in 1997 and one in 1991, and considering the amendments to the Zoning By-law permitting one secondary suite per lot in all single-family zones, as well as the number of secondary suites that currently exist in each of these neighbourhoods, these Policies are no longer relevant. The rescinding of these Policies recognizes the reality of existing suites in these areas, and provides consistency with other areas of the City regulated by the same zoning.

## **Public Consultation**

In March 2014, the City sent a letter to each property owner in the Beaver Creek Heights Area, Panorama Park Area, and Fairview Ridge Area neighbourhoods, requesting comments and concerns regarding the proposed rescinding of City Policies O-26, O-33, and O-35, respectively.

### ***Beaver Creek Heights Area***

The City received 12 responses (6% of total lots in the area) from the Beaver Creek Heights Area, of which 10 responses supported the rescinding of City Policy O-26 and 2 responses had concerns regarding secondary suites. Reasons for support included wanting secondary suites to remain in the area, allowing extended families to live together, a reliance on secondary suites for household income, and the provision of an affordable housing option. Responses that expressed concerns mentioned parking issues, already crowded streets, and a preference for a quiet and safe neighbourhood.

### ***Panorama Park Area***

The City did not receive any responses from the Panorama Park Area.

### ***Fairview Ridge Area***

The City received 5 responses (7% of total lots in the area) from Fairview Ridge, of which 3 responses do not support secondary suites and 2 responses support the rescinding of City Policy O-35. Responses that favour keeping City Policy O-35 commented that they purchased their homes in the area knowing that Building Scheme/Restrictive Covenants would be in place to prevent issues associated with rental suites, a transient community, increased density, traffic, parking, and limited egress and access due to the area's proximity to local schools. Responses that supported the rescinding of City Policy O-35 commented that secondary suites will benefit the community and environment, and that a significant number of properties already have secondary suites.

## **SUSTAINABILITY CONSIDERATIONS**

The recommendation of this report, if adopted, will assist in achieving the following objectives of the City's Sustainability Charter:

- SC9 – Adequate, Appropriate, and Affordable Housing;
- EC3 – Sustainable Infrastructure Maintenance and Replacement; and
- EC4 – Sustainable Fiscal Management Practices.

## CONCLUSION

Based on the above discussion, it is recommended that Council resolve to rescind the following City Policies, all of which are obsolete:

- O-26 – Secondary Suites – Beaver Creek Heights Area;
- O-33 – Secondary Suites – Panorama Area; and
- O-35 – Secondary Suites – Fairview Ridge.

*Original signed by*  
Jean Lamontagne  
General Manager,  
Planning and Development

FW:saw

### Attachments:

- Appendix I City Policy O-26 - Secondary Suites – Beaver Creek Heights Area
- Appendix II Map of Secondary Suites in Beaver Creek Heights Area
- Appendix III City Policy O-33 - Secondary Suites – Panorama Park Area
- Appendix IV Map of Secondary Suites in Panorama Park Area
- Appendix V City Policy O-35 - Secondary Suites – Fairview Ridge
- Appendix VI Map of Secondary Suites in Fairview Ridge Area



# CITY POLICY

No. O-26

---

**REFERENCE:**

REGULAR COUNCIL MINUTES  
DECEMBER 16, 1991  
PAGE 38

**APPROVED BY:**

**CITY COUNCIL**

**DATE:**

DECEMBER 16, 1991  
(RES. 91-4875)

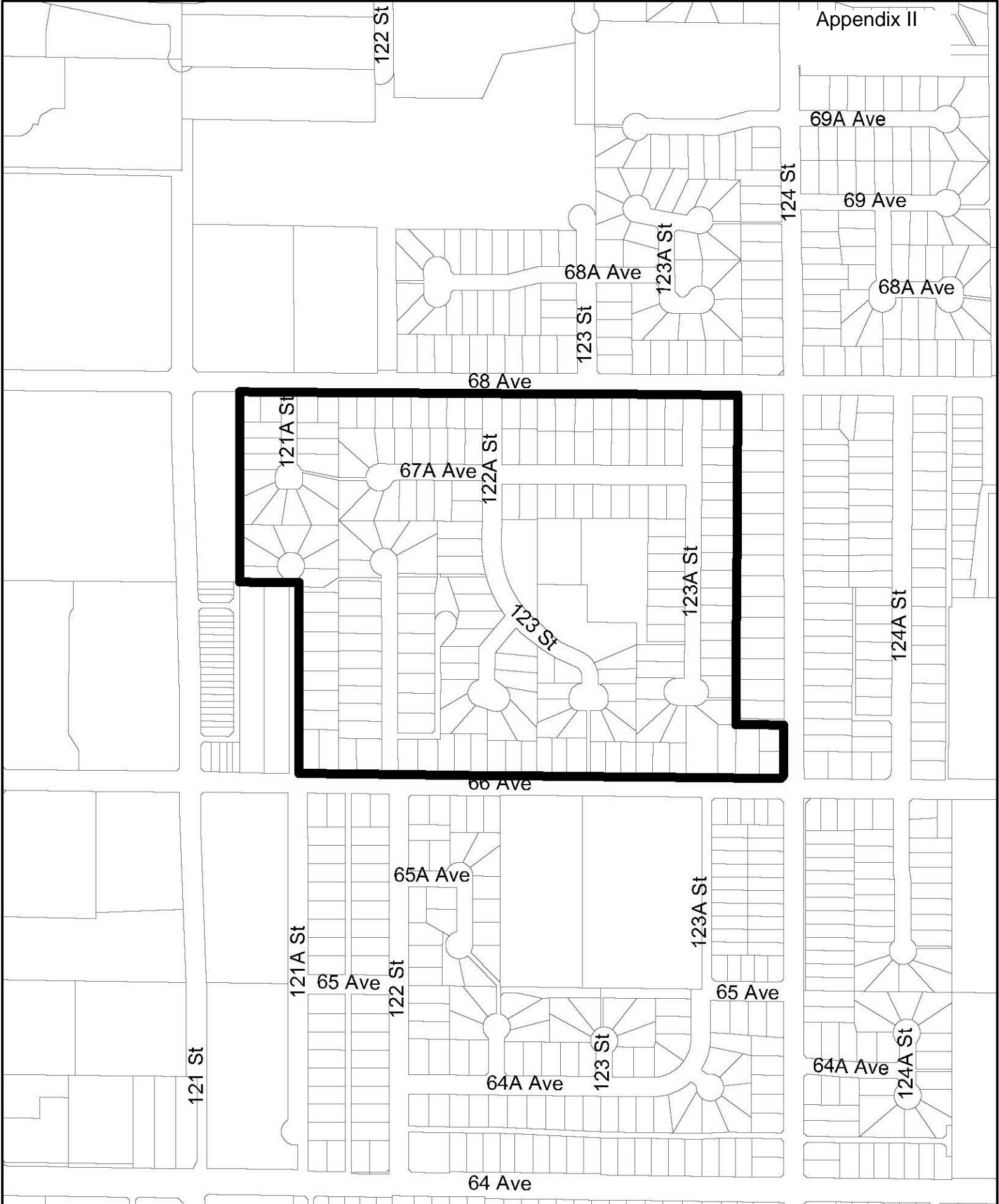
**HISTORY:**

---

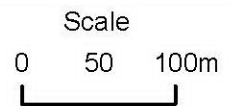
**TITLE:     SECONDARY SUITES - BEAVER CREEK HEIGHTS AREA**

Secondary suites will not be legalized within the Beaver Creek Heights study area.

This policy is subject to any specific provisions of the Local Government Act, or other relevant legislation or Union agreement.



**Beaver Creek Heights Area**





# CITY POLICY

No. **O-33**

---

**REFERENCE:**

REGULAR COUNCIL MINUTES  
24 FEBRUARY 1997  
PAGE 10

**APPROVED BY:**

**CITY COUNCIL**

**DATE:** 24 FEB. 1997 (RES.R97-507)

**HISTORY:**

**NEW**

---

**TITLE:     SECONDARY SUITES - PANORAMA PARK AREA**

No secondary suites be allowed in the 16-lot area along 128A Street/63A Avenue.

\* This policy is subject to any specific provisions of the Local Government Act, or other relevant legislation or Union agreement.

64 Ave

63B Ave

63A Ave

63 Ave

128 St

129A St

129 St

128A St

62A Ave

62 Ave

128 St

Panorama Park Area







# CITY POLICY

No. O-35

---

**REFERENCE:**

REGULAR COUNCIL MINUTES  
7 APRIL 1997  
PAGE 24

**APPROVED BY:**

**CITY COUNCIL**

**DATE:** 7 APR 1997 (RES.R97-944)

**HISTORY:**

**NEW**

---

**TITLE: SECONDARY SUITES - FAIRVIEW RIDGE**

No secondary suites be allowed in the Fairview Ridge subdivision in Fleetwood as shown on Map 1.

\* This policy is subject to any specific provisions of the Local Government Act, or other relevant legislation or Union agreement.

153A St

80A Ave

80A Ave

155A St

80 Ave

Sequoia Dr

79A Ave

79A Ave

154 St

79 Ave

155A St

155 St

78A Ave

78A Ave

Fairview Ridge

Scale

