



City of Richmond

Memorandum Planning and Development Division Development Applications

To: Mayor and Councillors
From: Wayne Craig
Director, Development
Date: May 25, 2018
File: 08-4000-01/2018-Vol 01
Re: **Richmond Zoning Bylaw 8500, Amendment Bylaw 9865 (Secondary Suites in Duplexes)**

Background

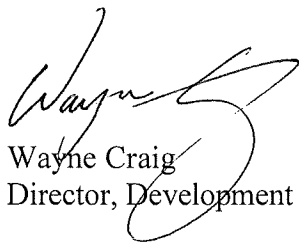
At the May 14, 2018 Regular Council Meeting, Richmond Zoning Bylaw 8500, Amendment Bylaw 9865 was introduced and given first reading. The staff report responded to a Council referral by providing information on the history of duplex development and presented options to Council to permit secondary suites in duplexes. Amendment Bylaw 9865 includes a number of amendments to Richmond Zoning Bylaw 8500 in order to allow secondary suites as a permitted use in standard two-unit dwelling (duplex) zones.

Revised Amendment Bylaw 9865

The purpose of this memorandum is to advise Council of a minor revision required to Amendment Bylaw 9865 to permit secondary suites in duplexes by removing language prohibiting secondary suites in two-unit housing (duplexes). A red-lined version of the amended bylaw is attached for reference.

Amendment Bylaw 9865 is scheduled to be considered at the Monday June 18, 2018 Public Hearing.

If you have any questions, please contact me at 604-247-4625.



Wayne Craig
Director, Development

WC:sds

pc: Senior Management Team (SMT)
Barry Konkin, Manager, Policy Planning



Richmond Zoning Bylaw 8500
Amendment Bylaw 9865 (Secondary Suites in Duplexes)

1. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 3.4 [Use and Term Definitions] by:

- a) deleting the definition of “**Secondary suite**” in its entirety and substituting the following:

“**Secondary suite** means an accessory, self-contained **dwelling** within **single detached housing, two-unit housing** or **town housing**, exclusively used for occupancy by one **household**.”

- b) deleting the definition of “**Housing, two-unit**” in its entirety and substituting the following:

“**Housing, two-unit** means a **building** commonly referred to as a duplex designed exclusively to accommodate two separate **dwelling units** living independently above, below or beside each other, designed and constructed as two **dwelling units** at initial construction, and where each **dwelling unit** in the **two-unit housing** may include one room that, due to its design, plumbing, equipment and furnishings, may be used as a secondary **kitchen** (e.g., a wok **kitchen**), provided that no more than two **kitchens** are located in one **dwelling unit** in the **two-unit housing**.” ~~but does not include a secondary suite.~~

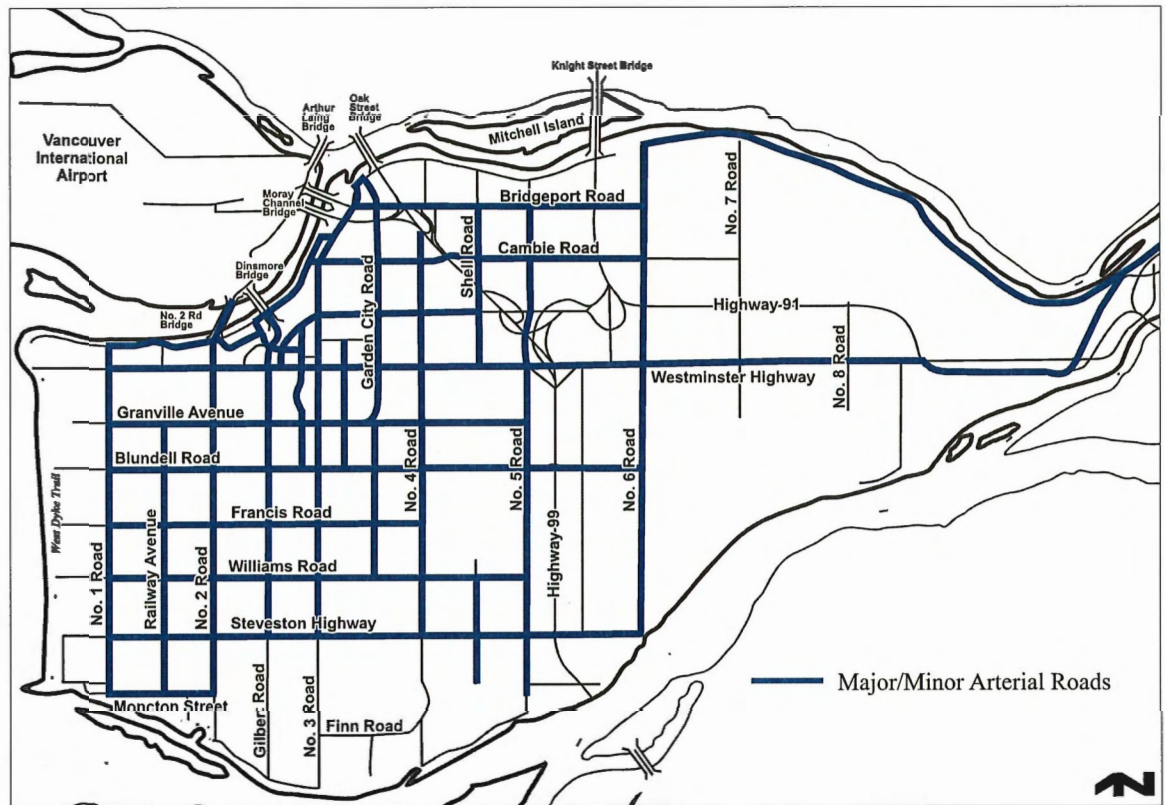
2. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 5.4 [Secondary Suites] by deleting Section 5.4.1 in its entirety and replacing it with the following:

“**5.4.1** The following regulations and prohibitions apply to every **secondary suite** permitted in a zone:

- a) the **secondary suite** must be completely enclosed within the same **building** as the **principal dwelling unit** in **single detached housing** or completely contained within the same **dwelling unit** or **strata lot** in **two-unit housing** or **town housing**, and not in a detached **accessory building**;
- b) no more than one **secondary suite** shall be permitted per **principal dwelling unit** in **single detached housing** or per **dwelling unit** or **strata lot** in **two-unit housing** or **town housing**;

- c) the **secondary suite** must be incidental and integrated with the **principal dwelling unit** so as not to externally appear as a separate unit;
- d) a **City** water meter must be installed on the **lot** on which the **secondary suite** is located;
- e) the **secondary suite** must have a minimum **floor area** of at least 33.0 m² and must not exceed a total **floor area** of 90.0 m² in **single detached housing**
- f) the **secondary suite** must not exceed 40% of the total **floor area** of the **dwelling unit** in which it is contained;
- g) **home business uses** (i.e., **licensed crafts and teaching; licensed residential registered office and licensed residential business office**), but not **child care programs**, may be carried out within a **secondary suite**;
- h) **boarding and lodging** and **minor community care facilities** are not permitted in a **secondary suite**;
- i) a **secondary suite** is not permitted in conjunction with a **bed and breakfast**;
- j) the **building** must be inspected by the **City** for compliance with the *Building Code*, this bylaw and other applicable enactments;
- k) where a **secondary suite** is on a **lot** fronting an **arterial road** as shown in Diagram 1 below, one additional on-site **parking space** must be provided for the exclusive use of each **secondary suite**;

Diagram 1: Arterial Roads Where Additional On-Site Parking Space Required For Secondary Suites



- l) where an additional on-site **parking space** for a **secondary suite** is required, the required on-site **parking spaces** for the **principal dwelling unit** in **single detached housing** and **two-unit housing** may be provided in a **tandem arrangement** with one **parking space** located behind the other; and
 - m) internal **access** must be maintained between the **secondary suite** and the **principal dwelling unit** in **single detached housing** or between the **secondary suite** and the associated **dwelling unit** in **two-unit housing** or **town housing**, except for a locked door.
 - n) the **secondary suite** is not permitted to be stratified.”
3. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 8.4 [Two-Unit Dwellings (RD1, RD2)] by amending Section 8.4.3, by adding “**secondary suite**” to the list of permitted secondary uses.
 4. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 9865**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER