



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information <input type="checkbox"/>	Recommendation <input checked="" type="checkbox"/>	Decision Request <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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To: Mayor Zebian and Members of West Hants Regional Municipality Council

Submitted by: _____
Madelyn LeMay, Director, Planning and Development

Date: June 22, 2021

Subject: File # 20-30D: HMPS and LUB Text Amendment: Secondary Suites

LEGISLATIVE AUTHORITY

Municipal Government Act Section 210.

POSSIBLE MOTION

Following conclusion of the Public hearing on July 27, should Council wish to complete the proposed amendment, the following motion would be in order:

...that Council amend the **Hantsport** Municipal Planning Strategy and Land Use By-law to permit secondary suites in single and two-unit dwellings, in a manner substantively the same as Attachment D of the Second Reading Report to Council dated June 22, 2021.

BACKGROUND

Property <input checked="" type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input type="checkbox"/>	Social <input type="checkbox"/>	Economic <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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A Public Information Meeting was held on April 22, 2021 (Attachment A).

On May 13, 2021 staff presented a recommendation report to the Planning and Heritage Advisory Committee (PAC/HAC) (Attachment B).

Council held First Reading on May 25, 2021 (Attachment D).

NEXT STEPS



*anticipated dates; final dates will be set by Council

ATTACHMENTS

- Attachment A Public Information Meeting Notes – File 20-29 A
- Attachment B Staff Report Secondary Suites - File #20-29
- Attachment C First Reading Report – File # 20-29 B
- Attachment D Proposed Amendments

Report Prepared by: _____
Madelyn LeMay, Director of Planning and Development

Report Approved by:  _____
Mark Phillips, CAO

Attachment A

Public Information Meeting Notes

April 22, 2021- May 6, 2021

File 20-30A

Secondary Suites MPS and LUB Amendment Hantsport

Meeting date and time	A public information meeting was held on April 22, 2021 beginning at 6:30 p.m. The meeting was broadcast live on the Municipal Facebook page.
Attending	In attendance: Councillor Morton Madelyn LeMay, Director, Planning and Development Saira Shah, Planner Sara Poirier, Planner As this meeting was held virtually there were no members of the public present.
Applicant Family Resource Centre	Ms. Shah outlined the request from the Family Resource Centre to amend all planning documents in West Hants Regional Municipality to permit secondary suites in single and two-unit dwellings and align the definition of secondary suites with the National Building Code.
File Number	20-30A
Comments	Two (2) written comments were received from the public in support of the amendments. The first resident referred to the major housing crisis in the region and believe the proposed changes could alleviate some of the housing issues. They would like to see detached secondary suites in a future amendment. Another resident and Housing Support Worker (the applicant) felt this amendment would increase affordable housing options and make existing housing potentially more affordable for homeowners who would be able to rent the apartments to cover some of their mortgage costs.
Adjournment	The presentation portion of the PIM ended at 6:38 p.m.; comments could be submitted by the public by mail, drop-off at the Municipal Office, e-mail and telephone to Ms. Shah until May 6, 2021.
Attachment A	Comments from public

Attachment A

(April 26, 2021 e-mail)

Hello,

I just wanted to add my comments to the public information hearing. I don't live in Windsor but my job requires me to find housing for folks in Windsor.

I would say there is a major housing crisis right now and the proposed changes would help alleviate some of that. I think the proposed changes are great and I hope they get passed.

I also hope that we can see them extend even further to include detached secondary dwellings.

Regards,

Kelly McGregor

May 4th, 2021 (via e-mail)

West Hants Regional Municipality

76 Morison Drive

PO Box 3000

Windsor NS B0N 2T0

To Whom It May Concern,

I am writing to express support to the by-law amendment to allow secondary suites to all single and two-unit residential dwellings in Windsor, Hantsport and West Hants.

I am a Housing Support Worker who lives and works in West Hants. The lack of affordable housing in this area is an ongoing issue that many of my clients are dealing with every day, which is why they need additional support from service providers such as myself and a housing locator, to help them find safe, affordable places to live.

A secondary suite, also known as a basement apartment, granny suite or in-law suite is defined by the Halifax Regional Municipality as a self-contained dwelling unit with a limited floor area which is located within a house or another building that contains only residential occupancies. The Secondary Suite and the Main Suite must constitute a single real estate entity.

According to the results of Canada Mortgage and Housing Corporation's Rental Market Survey conducted in October 2019, the Halifax CMA vacancy rate was 1% versus 1.6% in October 2018. (CMHC 2020). Allowing secondary suites more broadly is intended to support the creation of complete communities as well as meet affordable housing targets. (Halifax.ca).

If secondary suites are permitted, not only can it increase the amount of affordable housing opportunities within the West Hants Municipality, but they can also be used as a way that people who are struggling to afford their current place of residence. Having a secondary suite to rent out can give them extra cash flow to help make ends meet. In doing so, a small part can be played by increasing the vacancy rate and decreasing the number of people struggling with, who are at risk of or who are currently experiencing homelessness.

Sincerely,
Kayla Todd
Housing Support Worker
Family Resource Centre of West Hants

Attachment B



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information <input type="checkbox"/>	Recommendation X	Decision Request <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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To: Members of Planning and Heritage Advisory Committee (PAC/HAC)

Submitted by: _____
Madelyn LeMay, Director, Planning and Development

Date: May 13, 2021

Subject: File 20-30 Secondary Suites MPS and LUB Amendment **Hantsport**

1.0 LEGISLATIVE AUTHORITY

Section 205 of the Municipal Government Act.

2.0 RECOMMENDATION

Should the Planning and Heritage Advisory Committee (PAC/HAC) wish to forward a positive recommendation, the following motion would be in order:

(I move) ... that Council give First Reading and hold a Public Hearing to consider amending the Hantsport Municipal Planning Strategy and Land Use By-law to permit secondary suites in single and two-unit dwellings, in a manner substantively the same as Attachment A of the staff report to PAC/HAC dated May 13, 2021.

3.0 BACKGROUND

On December 11, 2020 the Family Resource Centre, a member of the West Hants Housing Coalition, applied for an amendment to all planning documents in West Hants Regional Municipality to permit secondary suites in single and two-unit dwellings and align the definition of secondary suites with the NBC. The application was complete January 26, 2021.

West Hants Regional Municipality has a separate Municipal Planning Strategy and Land Use By-law for each of Hantsport, Windsor and West Hants. The amendments for each set of documents must be considered separately. This

report will deal only with the Hantsport Municipal Planning Strategy (HMPS) and Hantsport Land Use By-Law (HLUB). There will be duplication of material within the three reports but this ensures that documentation for each separate amendment is complete.

WHRM staff categorized potential options to improve the amount of affordable housing as short, medium, and long-term depending on the amount of time required for any required changes. One of the short-term options was to permit secondary suites in single and two-unit dwellings and align the definition of secondary suites with the National Building Code (NBC) definition.

The NBC defines a secondary suite as “*a self-contained dwelling unit with a limited floor area which is contained within a house or another building which contains only residential occupancies. The Secondary Suite and the Main Suite must constitute a single real estate entity.*” The NBC also limits the size of a suite to 80% of the total floor area of the main dwelling unit to a maximum of 861 ft² (80 m²), and includes requirements for ceiling height, smoke alarms, separation of units, ventilation, egress, and heating systems to ensure both the secondary and main suites are safe for occupancy.

The Hantsport Municipal Planning Strategy (HMPS) does not permit accessory apartments.

4.0 DISCUSSION

4.1 Provincial Support for Secondary Suites

All municipalities in Nova Scotia that have planning documents are required to have specific policies related to housing as there is a *Statement of Provincial Interest* regarding housing. The Provincial goal is to provide housing opportunities to meet the needs of all Nova Scotians. This is achieved by having policies that specifically address affordable housing, special-needs housing and rental accommodations. The Province requires the Municipality to consider permitting higher densities, smaller lot sizes and reduced yard requirements that encourage a range of housing types. Part 4.0 of the HMPS addresses housing and residential uses.

Secondary suites can reflect this Provincial intention and be part of the solution by providing an affordable housing option that does not appear to increase density in low density neighbourhoods as the suites are located within an existing dwelling.

4.2 Municipal Support for Secondary Suites

The Hantsport MPS and LUB were approved in 2010. The background material in section 2.2.5 of this HMPS states: *Although most of the respondents to the survey indicated that a higher density of residential development was needed in Hantsport, there was little support to allow conversions of single unit dwellings into two or more units, even if the exterior appearance of the building was not changed.*

The ICSP policies included within the HMPS list options to increase housing such as reducing the minimum lot frontage from 70 ft. to 50 ft. and lot size from 7,500 sq ft. to 5,000 sq ft. to promote more housing in new subdivisions and infill development in existing neighborhoods. These reduced requirements were incorporated into the HLUB.

On February 23, 2021 WHRM Council approved in principle all recommendations presented in the RAD Consulting report. Recommendation 12 encourages Council to address affordable housing by considering options such as secondary suites.

Although the material in section 2.2.5 of the HMPS shows opposition to secondary suites from residents, the HMPS is more than ten (10) years old and was approved by the then-Town Council. The approval of the recommendation from the RAD Consulting report indicates the new Council's perspective to consider secondary suites as an affordable housing option in the entire Region.

A 2018 amendment to the Hantsport planning documents also illustrates a change of direction in the community since 2010: the amendment permits the conversion of any single or two-unit dwelling existing as of May 1, 2018, to the maximum number of units permitted in the Two Unit Residential (R-2) or Multiple Unit Residential (R-3) Zone provided all units are contained within the existing residential building.

There is no background material or policy regarding secondary suites in Hantsport. The proposal is to add background and policy in the HMPS General Land Use Policies similar to Part 4.11 of the West Hants Municipal Planning Strategy. This proposed amendment will ensure the general housing policies for the Region are similar and meet the requirements of the Statements of Provincial Interest.

4.3 Review: Secondary Suites as a Permitted Use in Nearby Municipal Units

When developing the amendments, staff reviewed the planning documents in neighbouring municipalities that have recently updated land use requirements for secondary suites. The detailed review can be found in the staff report titled "2021-05-13 File 20-29 Secondary Suites MPS and LUB Amendment Windsor".

4.4 Parking Requirements for Secondary Suites

HRM was the most recent Municipality to consider amendments to permit secondary suites. It is also the only Municipality which does not require parking for a secondary suite. Although several HRM residents stated concerns about parking for suites, HRM staff state in a December 2019 staff report several reasons why additional parking may not be needed or may create a burden which may decrease the number of secondary suites installed:

Under the Integrated Mobility Plan, HRM is working to reduce parking requirements overall and instead allow the market to determine its own needs. Additional parking requirements for secondary and backyard suites may be unwarranted in some areas or unnecessarily limit the location of where such uses can be created. The cost of an additional parking space may also add to the cost of the overall development, thereby increasing the costs that may be needed to be recovered through rents. Further, parking requirements may be unnecessary in cases where tenants do not own or cannot operate an automobile, or in neighbourhoods that are close to services and have access to transit.

Section 6.1 of the HLUB requires one (1) parking space for each dwelling unit.

Although WHRM staff are recommending that one (1) space be required for secondary suites regulated by the West Hants MPS and LUB, staff are not recommending parking be required within the areas regulated by either the Windsor or Hantsport Municipal Planning Strategies and Land Use By-laws.

WHRM staff asked Troy Burgess to comment on parking requirements as he was Traffic Authority for the Town of Windsor and is now Manager of Public Works Operations and Traffic Authority for Municipal roads in WHRM. Mr. Burgess commented on parking within the community of Windsor; his comments also apply in general to the community of Hantsport and are in the staff report titled "2021-05-13 File 20-29 Secondary Suites MPS and LUB Amendment Windsor".

The RAD Consulting report included several recommendations that relate to parking. Recommendation 4 *Prepare an Integrated Mobility Plan* encourages Council to consider alternative transportation options and develop a mobility plan similar to the Halifax Integrated Mobility Plan. HRM staff stated the Integrated Mobility Plan and HRM's Council's intention to reduce reliance on personal vehicles was one of the reasons for not requiring a parking space for secondary suites. Recommendations 9 and 11 of the RAD report focus on creating walkable communities and addressing climate change. Not requiring a parking space for secondary suites in walkable communities will align with these recommendations as it could increase affordable housing options for residents without a personal vehicle and encourage more residents to walk to services and reduce Greenhouse Gas emissions.

Although having adequate parking to meet the needs of residents is important, staff recommend not requiring parking for secondary suites in Hantsport, as the potential burden of a parking requirement may hinder the opportunity to

increase affordable housing options and may undermine the development of a more walkable community. The secondary suite may be intended for a grandparent who no longer drives or a single parent who can not afford a vehicle. In both situations, the individual may be purposely choosing a housing location close to services, enabling them to remain independent in the community without a vehicle. The lack of a parking requirement would not prevent a property owner from creating an additional parking space if there is room and it is needed. It would ensure that smaller properties that may not have room for an additional parking space, but are close to services, would be able to have a secondary suite.

A number of additional assumptions underly requiring a parking space for every dwelling unit:

- everyone wants, needs or can afford to have a car;
- the best use of serviced land is for parking;
- that unless parking is provided, housing should not be permitted; and
- ensuring the most efficient use of areas serviced with sewer and water is secondary to providing parking.

Requiring parking for each unit reduces potential infill development and keeps the supply of dwelling units from meeting demand. This inflates housing prices, which in turn inflates rents...all of which tends to force those least able to pay for housing to more car-dependent neighbourhoods on the outskirts of denser residential areas.

4.5 Lot Coverage

Lot coverage is neither defined nor used as a term in the HLUB. No maximum lot coverage is proposed related to secondary suites in Hantsport.

4.6 Floor Area

The National Building Code (NBC) allows 80% of the total floor area of the main dwelling unit or a maximum of 861 ft² (80 m²) to be used as a secondary suite.

Most planning documents reviewed by staff include a specific maximum floor area requirement for secondary suites that aligns with the NBC except Kings County, which only refers to the NBC: *Secondary Suite means a secondary suite as defined by the National Building Code, as amended from time to time.* Staff considered the Kings definition as it aligns with the NBC without including the specific maximum floor area requirements. This ensures the planning documents do not need to be amended every time the NBC changes.

However, for ease of administration, staff have included the maximum floor area requirements in the proposed definition, which lets the Development Officer

issue a permit if the maximum size is increased in the NBC without amendment to the definition in the HLUB.

4.7 Number of Secondary Suites per Lot

In areas regulated by the HLUB, the number of dwellings which can be constructed on a lot as-of-right is now limited to one (1), except in the Residential Multiple Unit Dwelling (R-3) Zone. There are some lots with more than one main building which may have been constructed prior to land use regulation.

Staff recommends ensuring secondary suites are permitted in single and two-unit dwellings regardless of the number of single and two-unit dwellings on a lot by permitting one (1) secondary suite in each dwelling on a lot.

4.8 Zones

Many dwellings exist outside residential zones; these may have been constructed prior to the enactment of land use regulation.

The proposed amendments would permit secondary suites to be constructed in single and two-unit dwellings in any zone to accommodate residential uses that exist outside of residential zones.

4.9 Appearance of the Main Dwelling Unit

The requirements which currently apply to and are also proposed for accessory apartments in the West Hants and Windsor are also recommended for Hantsport. These are:

- the suite must be within or attached to the dwelling unit;
- the roof line or height of the existing dwelling unit can not be changed unless it is to accommodate dormers or is a structural necessity for public safety;
- no new entrances can be installed on the front of the dwelling unit for the suite; and
- additions to accommodate the suite must be at the rear of the dwelling unit.

The requirements mentioned above are intended to ensure dwellings with secondary suites remain visually compatible with low-density neighborhoods, in a manner similar to home-based businesses in Hantsport. If the roof line and height of the dwelling unit are not altered, the entrance to the suite is not visible from the front of the dwelling unit and any additions to accommodate the suite are only located in the rear of the dwelling unit the visual appearance from the street of the dwelling unit with a secondary suite will be the same as the existing

dwelling unit in most instances. Corner lots are the main exception as the rear yard for a corner lot is visible from the street.

These requirements are suitable for the amendments as they will likely not prevent most property owners from being able to install a secondary suite but will maintain the appearance of low-density neighbourhoods. PAC/HAC or Council can remove these requirements if maintaining the appearance of a low-density neighborhood is not a priority in Hantsport or it is determined that the appearance can be maintained without these requirements.

4.10 Draft Amendments

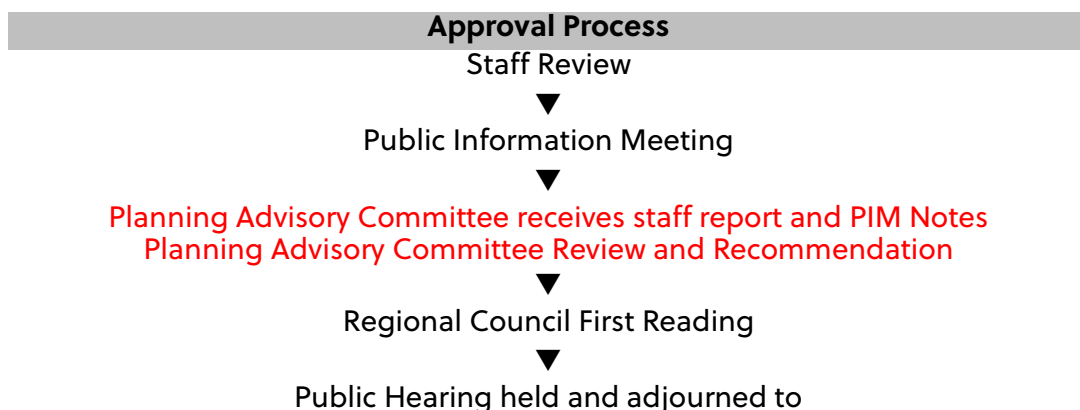
When drafting the amendments, (Attachment A), staff considered the Statement of Provincial Interest, the review of nearby municipal units mentioned above, the NBC, and the existing planning documents in order to develop amendments which increase affordable housing options in WHRM.

4.11 Municipal Climate Change Action Plan

The Municipal Climate Change Action Plan (MCCAP) was not considered for this amendment as it is a text amendment.

5.0 **NEXT STEPS**

As noted above, the proposed amendments have been considered within the context of the general policies of the HMPS and are consistent with the intent, objectives and policies of the HMPS. The proposed amendment to permit secondary suites in single and two-unit dwellings reflects the intent of the existing policies of the Hantsport Municipal Planning Strategy. As a result, staff recommends proceeding with the approval process for the proposed amendments.





6.0 FINANCIAL IMPLICATIONS

There may be an increase in households using water, sewer, and waste disposal services in the area. However, the increased services are expected to be paid for, at least in part, by the municipal taxes and service charges for property owners who are installing secondary suites or the tenant who may cover some of these fees through their rent. Property owners will be responsible for ensuring services are provided to the secondary suites.

7.0 ALTERNATIVES

In response to the application, PAC/HAC may:

- request further information on a specific topic;
- determine that the application does not meet the criteria of the HMPS and make this recommendation to Council.

8.0 ATTACHMENTS

Appendix A Draft Amendments

Report Prepared by: _____
Saira Shah, Planner; and

Madelyn LeMay, Director of Planning and Development

Attachment A Draft Amendments

Note: coloured text indicates a change from the present HMPS or HLUB and is provided only for the convenience of PAC/HAC and Council

Text amendments to the Hantsport Municipal Planning Strategy and Land Use By-law to allow secondary suites in single and two-unit dwellings.

1. Amend Section 3.2, General Provisions, in the Hantsport Municipal Planning Strategy by inserting Subsection 3.2.6 Housing following 3.2.5 Licensed Cannabis Uses so that Subsection 3.2.6 reads as follows:

3.2.6 Housing

Council acknowledges that it is important to encourage the provision of housing that includes all residents of Hantsport regardless of socio-economic status, age or physical or mental disability. Demographic changes, such as an aging population, smaller household size and a growing number of single-parent families, mean that a community needs to provide diverse housing types to satisfy the housing needs of its population. Housing must be available for seniors and individuals in the community with special needs. Housing choices and the affordability of those choices can be increased by providing flexible development standards allowing for smaller lots and setbacks, narrower streets, clustered developments and opportunities for multiple-unit development in appropriate locations. A secondary suite in a dwelling can provide a solution for those wishing to keep elderly or dependent family members nearby and can increase affordable housing options for the greater community. By regulating the size and appearance of these suites, Council can ensure that the buildings retain the look of the original dwellings and are compatible with the neighbourhood.

As a result, it shall be the policy of Council to:

- Policy GP-11 encourage the provision of housing adequate to meet the needs of all residents of Hantsport. Council will encourage affordable housing, special-needs housing and rental accommodation to develop in a manner that is sensitive to the needs of those being served and the entire community.
- Policy GP-12 provide for the development of a range of housing types in Hantsport.
- Policy GP-13 include flexible development standards which encourage innovative housing development in the Land Use By-law.
- Policy GP-14 permit secondary suites in single and two-unit dwellings in all zones, with regulation regarding the size, location and appearance of secondary suites to ensure the use remains small-scale and compatible with the neighborhood.

- 2. Amend Part 2, Definitions, of the Hantsport Land Use By-law by inserting a definition of "Secondary Suite" between the definitions of Salvage and Storage Facility and Setback so that the definition of "Secondary Suite" reads as follows:**

Secondary Suite means a self-contained dwelling unit contained within a single or two-unit dwelling. The maximum floor area of a Secondary Suite is 80% of the total floor area of the main dwelling unit to the maximum established in the NBC or 862 ft² (80 m²), whichever is greater.

- 3. Insert, 5.23 Secondary Suites, in Part 5, General Provisions for All Zones, of the Hantsport Land Use By-law following 5.22 Licensed Cannabis Uses as shown below:**

5.23 Secondary Suites

Secondary Suites shall be permitted in single and two-unit dwellings in all zones.

In addition to all other regulations of this By-law, the following provisions shall apply to secondary suites:

- (i) no more than one (1) secondary suite shall be permitted within or attached to a dwelling unit;
- (ii) no alterations shall change the roof line or increase the height of the existing dwelling unit except for the addition of dormers or structures necessary for public safety;
- (iii) no new entrances shall be created on the front façade of the dwelling unit;
- (iv) Notwithstanding the parking requirements of Section 6.1, off-street parking shall not be required for the secondary suite; and
- (v) additions shall be limited to the rear yard of the dwelling;

Attachment C



WEST HANTS REGIONAL MUNICIPALITY REPORT

Information <input type="checkbox"/>	Recommendation <input checked="" type="checkbox"/>	Decision Request <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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To: Mayor Zebian and Members of West Hants Regional Municipality Council

Submitted by: _____
Madelyn LeMay, Director, Planning and Development

Date: May 25, 2021

Subject: **Hantsport** MPS and LUB Amendment: Secondary Suites, File #20-30C

LEGISLATIVE AUTHORITY

Section 210 of the Municipal Government Act.

RECOMMENDATION or DECISION REQUEST

Should Council wish to proceed to a Public Hearing as recommended by PAC/HAC, the following motion would be in order:

...that Council give First Reading and hold a Public Hearing to consider amending the **Hantsport** Municipal Planning Strategy and Land Use By-law to permit secondary suites in single and two-unit dwellings, in a manner substantively the same as Appendix C to the First Reading Report to Council dated May 25, 2021.

BACKGROUND

Property <input checked="" type="checkbox"/>	Public Opinion <input type="checkbox"/>	Environment <input type="checkbox"/>	Social <input type="checkbox"/>	Economic <input type="checkbox"/>	Councillor Activity <input type="checkbox"/>
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DISCUSSION

A Public Information Meeting was held on April 22, 2021 (Appendix A).

On May 13, 2021 staff presented a recommendation report to the Planning and Heritage Advisory Committee (PAC/HAC) (Appendix B).

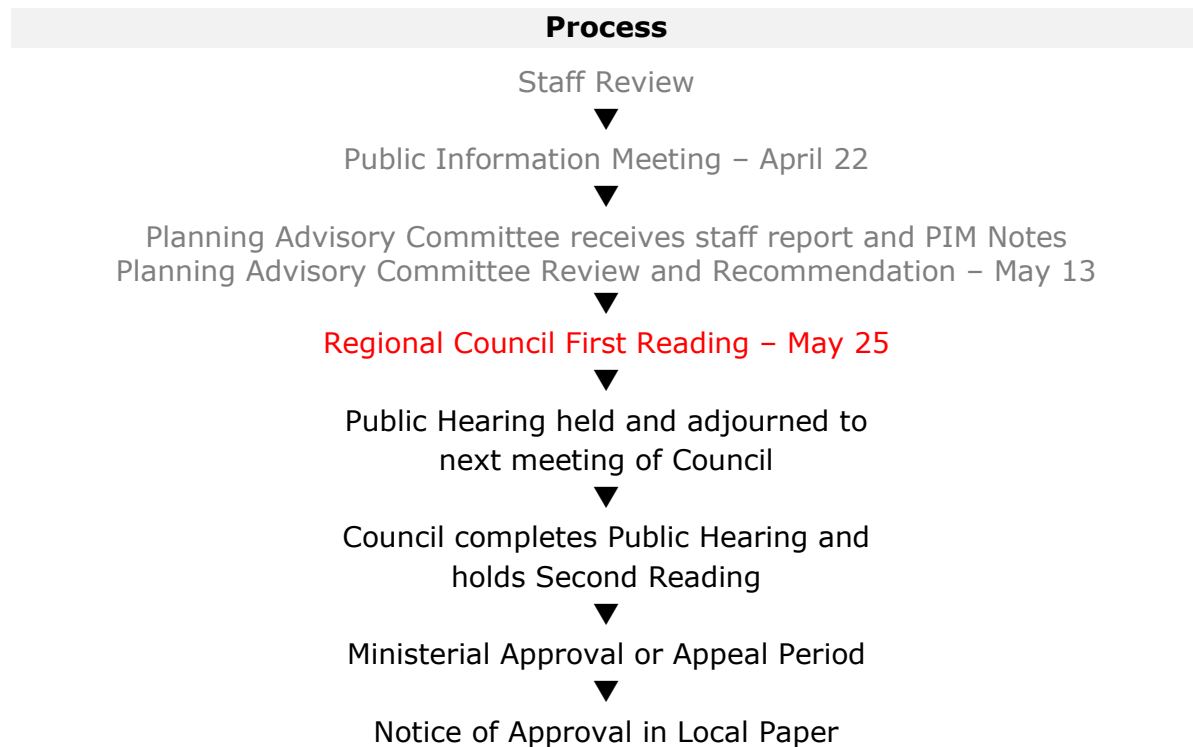
There was considerable discussion at PAC/HAC regarding the maximum number of secondary suites which should be permitted on any lot and whether a parking space should be required for each secondary suite.

When considered for the Hantsport documents, the determination of PAC/HAC was that a limit of one secondary suite per lot is not needed. PAC/HAC requested that Council be advised that the vote regarding this item was split. A requirement for a parking space for each secondary suite was added to the proposed amendments.

The changes to the draft amendments proposed by PAC/HAC for the Hantsport documents are included in the draft amendments attached as Appendix C to this report.

NEXT STEPS

The process for this application is as follows:



FINANCIAL IMPLICATIONS

There are no financial implications to the Municipality in relation to the filing of this report.

ALTERNATIVES

In response to the application, Council may decide to:

- provide alternative direction such as requesting further information on a specific topic.

APPENDICES

Appendix A Public Information Meeting Notes – File 20-29A

Appendix B Staff Report and Recommendation - File 20-29B

Appendix C Draft Amendments recommended by PAC/HAC

CHIEF ADMINISTRATIVE OFFICER REVIEW

Report Prepared by: _____
Madelyn LeMay, Director of Planning and Development

Report Approved by: _____
Mark Phillips, Chief Administrative Officer

Attachment D Draft Amendments

Note: coloured text indicates a change from the present HMPS or HLU B and is provided only for the convenience of PAC/HAC and Council

Text amendments to the Hantsport Municipal Planning Strategy and Land Use By-law to allow secondary suites in single and two-unit dwellings.

1. Amend Section 3.2, General Provisions, in the Hantsport Municipal Planning Strategy by inserting Subsection 3.2.6 Housing following 3.2.5 Licensed Cannabis Uses so that Subsection 3.2.6 reads as follows:

3.2.6 Housing

Council acknowledges that it is important to encourage the provision of housing that includes all residents in Hantsport regardless of socio-economic status, age or physical or mental disability. Demographic changes, such as an aging population, smaller household size and a growing number of single-parent families, mean that a community needs to provide diverse housing types to satisfy the housing needs of its population. Housing must be available for seniors and individuals in the community with special needs. Housing choices and the affordability of those choices can be increased by providing flexible development standards allowing for smaller lots and setbacks, narrower streets, clustered developments and opportunities for multiple-unit development in appropriate locations. A secondary suite in a dwelling can provide a solution for those wishing to keep elderly or dependent family members nearby and can increase affordable housing options for the greater community. By regulating the size and appearance of these suites, Council can ensure that the buildings retain the look of the original dwellings and are compatible with the neighbourhood.

As a result, it shall be the policy of Council to

Policy GP 11 encourage the provision of housing adequate to meet the needs of all residents of Hantsport. Council will encourage affordable housing, special-needs housing and rental accommodation to develop in a manner that is sensitive to the needs of those being served and the entire community.

Policy GP-12 provide for the development of a range of housing types in Hantsport.

Policy GP-13 include flexible development standards which encourage innovative housing development in the Municipal Planning Strategy and Land Use By-law.

Policy GP-14 permit secondary suites in single and two-unit dwellings in all zones, with regulation regarding the size, location and appearance of secondary suites to ensure the use remains small-scale and compatible with the neighborhood.

- 2. Amend Part 2, Definitions, of the Hantsport Land Use By-law by inserting a definition for "Secondary Suite" between the definitions of Salvage and Storage Facility and Setback so that the definition for "Secondary Suite" reads as follows:**

Secondary Suite means a dwelling unit within a dwelling unit limited to a maximum of (1) 80% of the total floor area of the dwelling unit if 80% is less than 862 ft² (80 m²) or (2) 862 ft² (80 m²) or (3) greater as established in the National Building Code.

- 3. Insert, 5.23 Secondary Suites, in Part 5, General Provisions for All Zones, of the Hantsport Land Use By-law following 5.22 Licensed Cannabis Uses as shown below:**

5.23 Secondary Suites

- (a) Secondary Suites are permitted in single and two-unit dwellings in all zones.
- (b) In addition to all other regulations of this By-law, the following provisions shall apply to secondary suites:
 - (i) no more than one (1) secondary suite shall be permitted per dwelling unit;
 - (ii) the secondary suite shall be contained within or attached to the dwelling unit;
 - (iii) no alterations shall change the roof line or increase the height of the existing dwelling unit except for the addition of dormers or structures necessary for public safety;
 - (iv) no new entrances shall be created on the front façade of the dwelling unit;
 - (v) one (1) parking spaces shall be required for each secondary suite; and
 - (vi) additions shall be limited to the rear yard of the dwelling.

