



Interior of a Garage Suite
Photo courtesy of Homes by Avi, Village at Griesbach

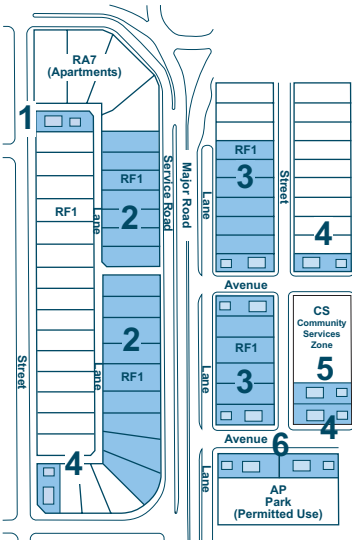
Related Permits

- Heating & Ventilation Permits.....311
 - Plumbing & Gas Permits311
 - Electrical Permits311
- If calling outside of Edmonton 780-442-5311

TIPS Don't forget to check for applicable charges, such as the Sanitary Sewer Trunk Charge. Check with Drainage Services: 311 (or 780-442-5311)

Garage and Garden Suites (Discretionary) Allowable Locations

- 1 House with Garage or Garden Suite adjacent to an apartment / rowhousing complex
- 2 Fronting on to a service road
- 3 Adjacent to a lane backing on to an arterial road
- 4 Corner Lot location
- 5 Adjacent to a Community Services Zone
- 6 Adjacent to a Park (where a Permitted Use)



Cornerstones:

Edmonton's plan for affordable housing

To increase the number of long-term affordable housing units, Cornerstones: Edmonton's Plan for Affordable Housing offers financial assistance to homeowners who wish to:

- Add a secondary suite to a new home not yet under construction or
- Build a secondary suite in their existing home or
- Upgrade an existing secondary, garage or garden suite that existed prior to December 31, 2008 or
- Add a garage or garden suite to their property

To qualify for a grant, homeowners must agree to rent their suite for 5 years to an individual or family earning less than the median income for Edmonton (tenants already occupying a suite that is being upgraded are exempt from this requirement). Homes where the suite is built must also be owner occupied.

Financial Assistance:

- To build a secondary suite in your new home not yet under construction you may qualify for up to \$20,000 (conditions apply).
- To build a secondary suite in your existing home you may qualify for up to \$24,000 (conditions apply).
- To upgrade an existing secondary, garage or garden suite, you may qualify for up to \$24,000 (conditions apply).
- To build a garage suite or garden suite, you may qualify for up to \$24,000 (conditions apply).

Approved homeowners may be eligible for a reimbursement of up to 75 per cent of the project's eligible cost, to the maximum grant amount.

Program funding is limited on an annual basis. Early applications are encouraged. Please contact the Secondary Suites Coordinator at 311 (or 780-442-5311) and visit www.edmonton.ca/cornerstones for more information.

What You Need to Apply

To apply, fill in the Secondary Suite for an Existing Single Family Home Application or the Garden or Garage Suite Housing Application and include all required information as indicated on the application form as well as all application fees. Applications can be found at www.edmonton.ca

How to Apply

Fax
780-496-6054

Our facsimile can take legal and letter sized paper. Please include your credit card (Visa, MasterCard or American Express) information, including expiry date.

In Person

Current Planning Branch
5th Floor, 10250 - 101 Street NW
Edmonton, Alberta T5J 3P4
Office Hours: Monday to Friday,
8:00 a.m. - 4:30 p.m.

Payment may be cash, personal cheque (payable to the City of Edmonton), Visa, MasterCard, American Express or debit.

Mail

Current Planning Branch
5th Floor, 10250 - 101 Street NW
Edmonton, Alberta T5J 3P4
Cheques should be made out to City of Edmonton. Please allow for extra processing time when mailing application.

Contact

For application forms and additional general information:

Phone

For 24-hour information and access to City of Edmonton programs and services: **311**

If outside of Edmonton: **780-442-5311**

Web

www.edmonton.ca/secondariesuites

- For development permit and zoning inquiries, ask for a Development Technical Advisor
- For building permit and Building Code inquiries on new suites, ask for a Building Technical Advisor
- For Fire Code inquiries on existing secondary suites, call Fire Prevention at 780-496-3628

Note:

This is a general guide. Additional information may be required.

When you apply, personal information may be collected under the authority of Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act, Section 642 of the Municipal Government Act and/or Section 63 of the Safety Codes Act. The information will be used to process your application(s) and your name and address may be included on reports that are available to the public. If you have any questions, please contact our office.



Guide to developing a secondary suite, garage or garden suite.



Why Permits?

Permits are here for your protection. They're the result of years of experience, testing and feedback. Having the proper permits will ensure what is being built is actually safe and that the appearance and use is consistent with the context of your neighbourhood.

Definitions

SECONDARY SUITE

A secondary suite is an accessory dwelling located inside a single detached house. It has separate cooking, sleeping and bathroom facilities. Secondary Suites must have a separate entrance from the primary house, either from a common indoor landing or directly from the side or rear of the house.

In simpler terms, a secondary suite is a self-contained dwelling within or attached to a single detached house.

GARAGE SUITE

A garage suite is a dwelling located above or attached to the side of a detached garage, which is accessory to a single detached house. It has separate cooking, sleeping, and bathroom facilities. A garage suite has an entrance either from a common indoor landing or directly from the exterior of the structure that is separate from the vehicle entrance to the garage.

In simpler terms, a garage suite is a self-contained dwelling within or attached to a detached garage on a site with a single detached house.

GARDEN SUITE

A garden suite is a self-contained single-storey dwelling that is accessory to, but detached from, the principal single detached house. It has separate cooking, sleeping and bathroom facilities.

In simpler terms, a garden suite is a separate dwelling unit on a site with a single detached house.

About the Service

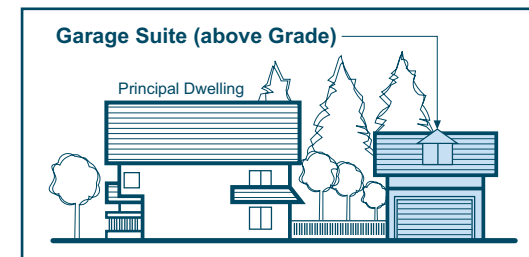
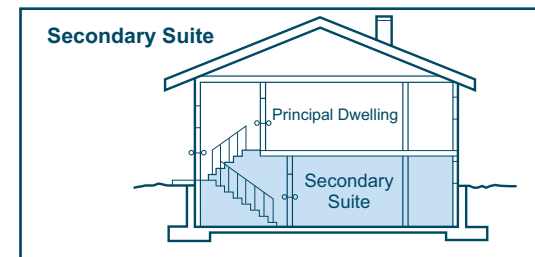
Both a development permit and a building permit are required for all new and existing secondary, garage and garden suites. Applications are reviewed to ensure they comply with the Zoning Bylaw 12800 and either the Alberta Building Code or the Alberta Fire Code before issuing permits.

Secondary Suite Zoning Bylaw Regulations*

	Secondary Suite	Garage Suite	Garden Suite
Housing Type	Within Single Detached only	On lot with Single Detached only	On lot with Single Detached only
Minimum Lot Size**	360 m ²	Above grade: 460 m ² At grade: 525 m ²	525 m ²
Minimum Site Width	N/A	15 m (at grade only)	15 m
Parking Requirements	3 on-site spaces (minimum 1 per 2 bedrooms for Suite plus 2 for primary dwelling). Tandem parking allowed.	3 on-site spaces (minimum 1 per 2 bedrooms for Suite plus 2 for primary dwelling). Tandem parking allowed.	3 on-site spaces (minimum 1 per 2 bedrooms for Suite plus 2 for primary dwelling). Tandem parking allowed.
Minimum Suite Size	30 m ²	30 m ²	30 m ²
Maximum Suite Size	Basement: not more than the total floor area of the first storey of the building. Suite on or above first floor: 40% of the principal dwelling or 70 m ² whichever is less.	At grade: 50 m ² + 7.5 m ² for attached platform structure (e.g. balcony). Above grade: 60 m ² + 7.5 m ² for attached platform structure.	50 m ² + 7.5 m ² for attached platform structure.
Maximum Height**	Maximum height of the principal dwelling.	At-grade: 4.3 m Above-grade: 5.5 m (flat roof) 6.5 m (sloped roof), provided that the maximum height shall not exceed that of the principal dwelling.	4.3 m

* See Zoning Bylaw 12800 for complete regulations at www.edmonton.ca/zoningbylaw

** Exceptions apply in some specialty zones



Zoning Verification

Your property's specific zoning may affect your plans. To verify the zoning of a property, visit our office or <http://maps.edmonton.ca>.

- Click on 'zoning' located on the right side of the photo
- Review the disclaimer and accept it by pressing 'ok'
- Click on 'Locate Title by Address' and enter the property's address
- Click on 'search' to view its zoning and any overlay information

Regulations

BUILDING AND FIRE CODE

The Alberta Fire Code applies to all existing secondary suites built before December 31, 2008. The Alberta Building Code applies to all new secondary suites, specifically:

- A new home with a secondary suite included at the time of construction
- An existing home with an unfinished space being converted to a secondary suite
- An existing home with a finished basement being converted to a secondary suite

New garage suites and garden suites must conform to the Alberta Building Code. Existing garage suites must conform to the Alberta Fire Code.

