



## Administration Report

**Report Date:** September 27, 2013  
**Meeting Date:** September 30, 2013

**To:** City Manager  
**From:** Manager of Development Services  
**Subject:** Secondary Suites Public Consultation Process

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### PURPOSE

The purpose of this report is to provide Council with a proposal for community consultation regarding secondary suites so that Staff may begin advertising dates and making information available to public.

### SUMMARY

- Council has directed Staff to complete further consultation regarding secondary suites.
- Consultation regarding secondary suites has included thus far a survey, workshop, information flyer, webpage populated with information, open house, presentation to neighbourhood associations and the affordable housing action group.
- Amendments for discussion are recommended to be brought forth to the October 7<sup>th</sup> Committee of the Whole.
- 3 evening sessions and one afternoon session are proposed to receive additional input on proposed secondary suite policy amendments.

### STATUTORY REQUIREMENTS

Local Government Act – Section 879

### COUNCIL POLICY

Official Community Plan No. 1630, 2007  
Zoning Bylaw No. 1662, 2009

### STRATEGIC OBJECTIVE

Community Health and Safety: Affordable Housing.

### FINANCIAL IMPLICATIONS

None at this time

### BACKGROUND

Staff has undertaken a number of projects and actions related to housing and secondary suites over the past few years which are summarized in the attached report that was presented to Council in the spring. Council requested staff complete additional consultation with the public. It is recommended that Staff bring to Council proposed changes to secondary suite policy to the October 7<sup>th</sup> Committee of the Whole for discussion and proceed to undertaking four public input sessions to discuss these proposed amendments with the community.

These public input sessions will take place in four locations in the community but will be open to all public.

There will be three evening session times and one afternoon session as below:

| <b>Date</b> | <b>Time</b> | <b>Event</b>                           |
|-------------|-------------|--|
| Oct 25      | 7pm         | Dragon Lake School Library             |
| Oct 24      | 7pm         | Community Policing Office Meeting Room |
| Nov 7       | 7pm         | <i>Carson School (to be confirmed)</i> |
| Nov 8       | 1:30pm      | City Hall                              |

#### **ATTACHMENTS**

Appendix I - May 13<sup>th</sup> report to council on consultation completed to date.

#### **OPTIONS**

Council may take any of the following options:

- 1) Approve consultation activities and request Staff to bring forth policy changes for Council consideration.
- 2) Amend recommendation for consultation as Council deems appropriate.

#### **RECOMMENDATION**

***THAT COUNCIL*** approves the public consultation dates proposed and directs staff to bring forward recommendations for policy amendment to the October 7<sup>th</sup> Committee of the Whole for discussion.