

## REPORT

**REPORT TO:** Chair and Members of the Planning, Public Works and Transportation Committee

**REPORT FROM:** Slavica Josipovic, Chief Building Official

**DATE:** October 8, 2019

**REPORT NO.:** TPW-2019-0033

**RE:** Amendments to Two-Unit House Registration By-law

### RECOMMENDATION:

THAT Report No. TPW-2019-0033, dated October 8, 2019, regarding Amendments to Two-Unit House Registration By-law No. 2016-005, be received;

AND FURTHER THAT the proposed amendments to the Two-Unit House Registration By-law No. 2016-0005, attached as Appendix B to the Report No. TPW-2019-0033, be adopted

### BACKGROUND:

The Town of Halton Hills first “By-law to provide for the Registration of Two-Unit Houses and Appointing a Registrar to Register Two-Unit Houses in a Public Registry No. 96-174 (Two-Unit House Registration By-law)” was passed by Council on November 11, 1996.

In February 2016, the By-law No. 96-174 was repealed and replaced by the Two-Unit House Registration By-law No. 2016-0005 as the Acts, Regulations and By-laws enabling the enforcement of the original registration By-law had been changed.

The Two-Unit House Registration By-law establishes specific technical standards which must be met to register a two-unit house, establishes requirements for inspections to determine compliance, determines roles of designated inspectors, sets fees for registration and provides for the creation of a Public Registry.

### COMMENTS:

The current Two-Unit House Registration By-law reflects the zoning requirements contained in the Town of Halton Hills Zoning By-law No. 2010-0050 that were in force at the time of the enactment of the By-law No. 2016-0005: accessory apartments were to be permitted only within single detached dwellings in the residential zones LDR1, RCO and UR, providing that they meet additional requirements respecting the maximum size of a unit, additional parking and lot frontage.

On September 9, 2019 the Town Council approved the By-law No. 2019-0049 which amended the Comprehensive Zoning By-law respecting the accessory dwelling units. Accessory dwelling units are now permitted within single-detached, **semi-detached and row house (townhouse) dwelling units** or in a non-residential building, in **all Residential and Non-Urban Zones** in which a single detached, semi-detached or townhouse dwellings are permitted, and in **Urban Residential and Urban Commercial Zones** only within a single detached, **semi-detached or townhouse dwellings**. An accessory unit is now permitted to occupy **no more than 40% or 110.00 m<sup>2</sup> of floor area, whichever is lesser, OR entire basement area**".

In 2017, the Province amended the Building Code to include a two-unit dwelling under the definition of "house" and also to add a number of new provisions to provide relaxations to the fire protection and egress requirements for constructing a second dwelling unit within the existing single-unit houses.

This new Code definition of a house allows the construction of a "purpose-built" two-unit house providing that the applicable provisions of the Zoning By-law are complied with.

The following changes to the current Two-Unit House Registration By-law are being proposed in order to accommodate the above referenced amendments to the Zoning By-law and the Building Code:

- Definitions of "Accessory dwelling unit" and "Two-Unit House" are being changed to include semi-detached and row house (townhouse) types;
- Definition of "Dwelling Unit" is being changed to allow for the additional exiting options provided by the latest Building Code amendments;
- Subsection 6.(2) is being amended to specify the inspection requirements where a building permit has been issued prior to the construction of a two-unit house or an accessory unit.

Attachment A containing proposed By-law to Amend the Two-Unit House Registration By-law No. 2016-005 is attached to this report.

The authority to amend the Two-Unit House Registration By-law is contained in Sections 8 and 11 of the Municipal Act, 2001, as amended.

**RELATIONSHIP TO STRATEGIC PLAN:**

This report supports Section A, Objective A.1 of the Town Strategic Plan – Foster a healthy Community. By updating the Town policy on registration of two-unit houses, the Town is promoting an adequate supply of housing and range of housing choices. The report also relates to Section I, Objective I.3 of the Town Strategic Plan – Provide Responsive, Effective Municipal Government. By updating and streamlining the registration procedures this report supports the Town goal to foster excellence in the provision of customer service.

**FINANCIAL IMPACT:**

There is no financial impact associated with this report.

**CONSULTATION:**

Town Clerk as well as the Enforcement, Fire and Zoning staff were consulted in preparation of this report.

**PUBLIC ENGAGEMENT:**

There was no public engagement related to the preparation of this report.

**SUSTAINABILITY IMPLICATIONS:**

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life.

This report supports the Economic Prosperity pillar of Sustainability and in summary the alignment of this report with the Community Sustainability Strategy is Good. The report supports the Social Wellbeing theme of “Housing”. By updating policies and streamlining procedures for the registration of two-unit houses, the Town enables the maintenance of the Registry of safe affordable housing and ensures that they uphold safety and property standards found in the Ontario Building Code, Ontario Fire Code and the Property Standards By-law.

**COMMUNICATIONS:**

The current Registration of Two-Unit House Guide will be updated to reflect the new amendments to the registration By-law No. 2016-0005. The Building Division procedures and AMANDA registration folder will be updated accordingly.

**CONCLUSION:**

In September 2019 the Town of Halton Hills amended the Comprehensive Zoning By-law No. 2010-0050 respecting the accessory dwelling units. The proposed amendments to the current Two-Unit House Registration By-law No. 2016-0005 listed in Attachment A to this report are being introduced to accommodate the above referenced amendment to the Zoning By-law and also improve the efficiency of the existing By-law.

Reviewed and Approved by,

A handwritten signature in black ink, appearing to read "C. Mills". The signature is written in a cursive style with a prominent horizontal stroke across the top.

**Chris Mills, Commissioner of Transportation and Public Works**

A handwritten signature in black ink, appearing to read "Brent Marshall". The signature is written in a cursive style with a large, sweeping initial "B".

**Brent Marshall, Chief Administrative Officer**