



Central Saanich Community Association

Keeping Central Saanich an outstanding place to live, work and play.

June 6, 2023

Mayor Windsor and Council
District of Central Saanich
1903 Mt Newton X Road
Saanichton, BC, V8M 2A9

Dear Mayor Windsor and Council:

Subject: Secondary Suite Task Force Recommendations May 29th Follow-up

On behalf of the Central Saanich Community Association, we would like to thank you for the opportunity to present at the Monday May 29th Committee of the Whole meeting.

Today we would like to provide a brief follow up. With the goal of removing barriers for those interested in constructing a secondary suite in Central Saanich, wanted to address the motion that came out of the meeting and provide a relevant resource.

As a suggestion, a version of what a motion could look like might be:

*That the Committee recommend to Council that we remove the 90m² building requirement for secondary suites as soon as legally permissible and Secondary that suites must accommodate **sufficient** off-street parking in accordance with the Land Use Bylaw, which includes **at least** one additional space for the occupants of the suite;*

Note: Larger Suite Sizes can accommodate a variety of room configurations including extra space for a work from home office reducing the need for additional vehicles. Proximity to a bus stop or a favorable home walkability index also reduce parking requirements. Above revised wording of motion provides some latitude and flexibility based on the house design, anticipated type of tenants and transportation modes available while still accomplishing the objective of having off street parking.

Also, as staff are reviewing local municipalities for examples of current secondary suite policies, we recommend including Oak Bay who has recently finished an extensive and lengthy process to update their polices, bylaws, and guidelines related to secondary suites that were implemented fall of 2022. Their updates include and reference several of the topics including the 2019 Building Code changes discussed at the recent May 29th Central Saanich Open Committee meeting.

<https://www.oakbay.ca/municipal-services/building-inspection/secondary-suites>

We look forward to this initiative moving forward and stand ready to assist however we can.

Sincerely,

A handwritten signature in black ink that reads "D. Willows". The signature is written in a cursive, flowing style.

David Willows
President
Central Saanich Community Association

Attachment: Secondary Suites _ The District of Oak Bay.pdf