



## **COUNCIL – AGENDA REPORT**

**Meeting Date:** 5 November 2024  
**Subject:** Accessory Suites Regulation Update (Bylaw No. B-30/2024)  
**Directorate:** Strategic Growth and Investment

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### **Issue:**

Council is being asked to give three readings to Bylaw No. B-30/2024, being a bylaw to amend the Accessory Suite regulations of Land Use Bylaw No. B-01/2016 and other associated regulations as deemed necessary by Council.

### **Policy / Council Direction:**

The Airdrie City Plan provides direction on housing diversity and community integration. Policy 6.14 requires the City to promote a broader range of housing types including Secondary Suites. The housing affordability policies (Policy 6.21) support Secondary Suites in new development and in existing neighbourhoods which have sufficient servicing and parking capacity. Further, Policy 6.22 directs the Land Use Bylaw (LUB) to address the compatibility of accessory residential units in neighbourhoods by mitigating impacts, such as requiring adequate on-site parking.

Increasing Airdrie's inventory of accessory suites is also directly aligned with the focus of the City of Airdrie's [2024 - 2030 Affordable Housing Principled Action Plan](#) unanimously supported by Council in June 2023. In addition, greater access to Accessory Suites is one of the seven initiatives in the City of Airdrie's [Housing Accelerator Fund Action Plan](#) endorsed by Council in April 2024.

### **Background:**

#### Council Info Session Summary

On June 18, 2024, Administration presented a status update to [City Council](#) on potential changes to Accessory Suite regulations. Administration recommended that Council accept the report for information. Council voted unanimously to receive the report for information and noted additional topics for Administration to review. A summary of this conversation and Council feedback has been provided as Attachment #1.

Taking into consideration the feedback from Council and the public engagement, and information gathered through research and consultation, Administration recommends a number of changes to the existing Accessory Suite regulations which are outlined in proposed Bylaw No. B-30/2024 (Attachment #6).

### Benefits of Proposed Changes

The full list of anticipated benefits of the proposed Accessory Suite changes are outlined in Attachment #2, which include increasing the supply of suites across Airdrie, reducing the need for variances, tying approval to neighbourhood servicing capacity, and limiting the need for stairwells on the side of dwellings which may present drainage and safety issues.

Overall, the proposed changes helps to address the focus of the 2024 - 2030 Affordable Housing Principled Action Plan which is to facilitate an increase in the supply of market rental housing, including accessory suites, to serve Airdrie residents with low to moderate income.

### Overview of Proposed Changes

An overview of proposed changes is provided as Attachment #3 which details the implications of the proposed Bylaw as it relates to current LUB regulations. Notwithstanding all the changes permitting more Accessory Suites in residential districts, the proposed Land Use Bylaw amendment includes regulations that constrain the approval of Accessory Suites based on servicing capacity.

Under current regulations, the Land Use Bylaw allows the Development Authority (DA) to exercise discretion when considering the cumulative impact that may arise from approving multiple suites within a neighbourhood. To address cumulative impact of Accessory Suites raised by survey respondents, the proposed amendment bases the number of Accessory Suites allowed in a neighbourhood on water and sanitary servicing capacity contained within the City's Utility Master Plan (UMP) and the capacity of the transportation system within the Transportation Master Plan (TMP).

Administration is establishing a process to track the number of approved Accessory Suites in relation to water and sanitary servicing capacity, and the capacity of the transportation system. Administration can provide a monitoring report upon request to the Community Infrastructure and Strategic Growth (CISG) Standing Committee and Council detailing the number of approved Accessory Suites and neighbourhoods that are approaching the servicing limits based on the most recent UMP and the transportation capacity limits based on the most recent TMP. With this information, Council will be able to decide if restrictions should be placed on the approval of Accessory Suites in one or more neighbourhoods that are near to exceedance or approve infrastructure upgrades to allow for additional Accessory Suites.

**Council Committee Routed Through:**

The Community Infrastructure and Strategic Growth (CISG) Standing Committee reviewed the proposed amendment at their meeting on August 27, 2024 and voted unanimously to accept Administration's report for information. Provided in Attachment #4 are the questions and comments from CISG and Administration's response.

Having heard comments from the Standing Committee regarding the number of eligible lots that the Bylaw would allow, Administration can present options that would amend the proposed Bylaw that would result in a lower number of eligible lots. This would change the number of residential dwellings eligible for a Secondary Suite from 68.7% to 61.3%.

**Administration Recommendation:**

Administration recommends that Council adopt Bylaw No. B-30/2024 as presented. Administration has also identified two minor amendments that would clarify tandem parking rules and the acceptable locations for a suite entrance. Administration will present these leading into the Public Hearing for Council and all hearing attendees to consider.

Administration is in support of the proposed bylaw because it achieves goals within the Council endorsed City of Airdrie's [2024 - 2030 Affordable Housing Principled Action Plan](#) and the Council endorsed Housing Accelerator Fund Action Plan; and would achieve the benefits outlined in the background section of this report.

**Alternatives/Implications:**

Alternative 1: Council could choose to amend Bylaw No. B-30/2024 outside of the recommended version.

*Choosing this option means that Council amends the Bylaw in alignment with their philosophy and priorities.*

Alternative 2: Council could choose to table a decision on Bylaw No. B-30/2024.

*This option allows Council to direct Administration to prepare any additional information deemed necessary to decide on the proposed bylaw.*

Alternative 3: Council could choose to defeat Bylaw No. B-30/2024.

*Choosing this option means that Council is not in support of the proposed amendments and that the existing regulations should remain.*

**Budget Implications:**

Some budgeting and financial implications are anticipated because of this proposed Land Use Bylaw amendment to increase housing choice in Airdrie. This may involve more staff time in processing and tracking applications. However, this is not anticipated to greatly impact staff

resourcing requirements. There may be additional development revenue if there is an uptake in Accessory Suites applications.

### **Communications and Engagement:**

Public notification of the public hearing was provided in keeping with the City's Public Notification Bylaw No. B-02/2019. Public engagement on changes to Accessory Suites was conducted in the spring of 2024 and a copy of the [What We Heard Report](#) can be found here.

If Council adopts the proposed Bylaw No. B-30/2024 Administration will provide updates to residents and the development industry, including BILD Calgary Region. Administration will also inform internal City departments of any changes to the review process, application forms, and file management for Accessory Suites. Relevant City webpages would be updated to apprise the public of the changes to Accessory Suite regulations.

### **Recommendation:**

That Council gives three readings to Bylaw No. B-30/2024, being a bylaw to amend the Accessory Suite regulations and other associated regulations of Land Use Bylaw No. B-01/2016, as presented.

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Jeff Brunen (Senior Planner)  
Tega Odogu (Planner II)

Staff Presenter:	Jeff Brunen, Tega Odogu
External Presenter:	None
Department:	Current Planning
Reviewed by:	Stephen Utz, Director, Strategic Growth & Investment
Attachments:	#1: Council Info Session Summary (June 18, 2024) #2: Benefits of Proposed Changes #3: Overview of Proposed Changes #4: CISG Questions and Comments (August 27, 2024) #5: Existing Regulations & Proposed Changes (redlined) #6: Proposed Bylaw No. B-30/2024