

C6-CW(ws)
December 3/13
Item 4

City-wide Secondary Suites Study

Status Update

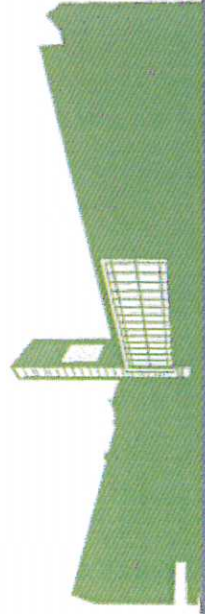
Committee of the Whole Working Session

December 3, 2013



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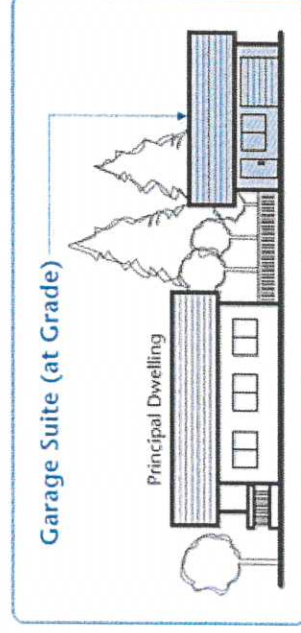
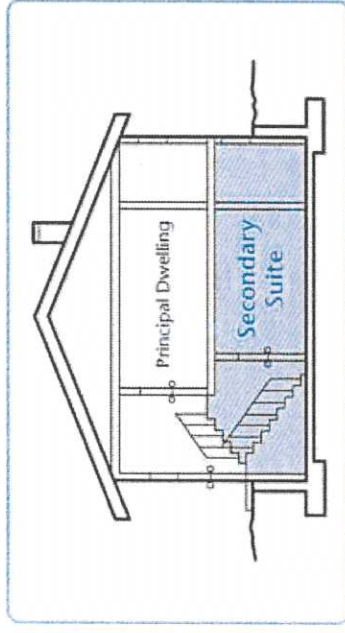
- Background and Study Update
- Key Participants in the Study Process
 - Project Team
 - Task Force
 - TAC
- Consultation Strategy
- Time Line
- Next Steps



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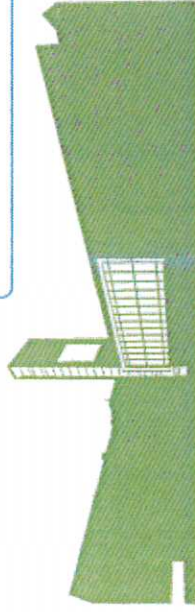
BACKGROUND – a secondary suite is...

Secondary Suites (basement apartments/granny suites) are self-contained living units constructed within a residential dwelling



Benefits:

- creation of affordable and rental housing options providing a greater range of housing opportunities
- accommodation for extended family
- legalization and safety of new and existing second units
- additional income for homeowners (first time buyers, seniors)



BACKGROUND – policy and legislation

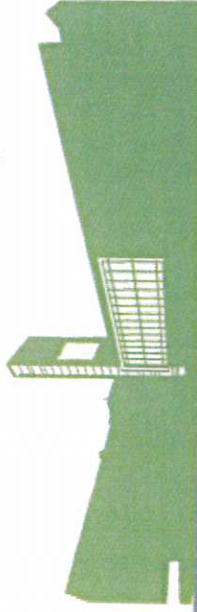
- Provincial Policy now requires municipalities to permit secondary suites in all residential dwelling types.
(*Strong Communities Through Affordable Housing Act, Jan 2012*)



- YROP address issues of housing affordability and specifically speaks to secondary suites



- VOP 2010 has addressed the affordable housing issue and directly references secondary suites

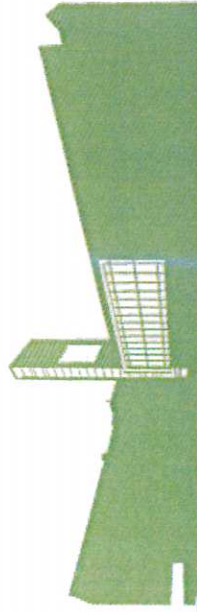


BACKGROUND - milestones

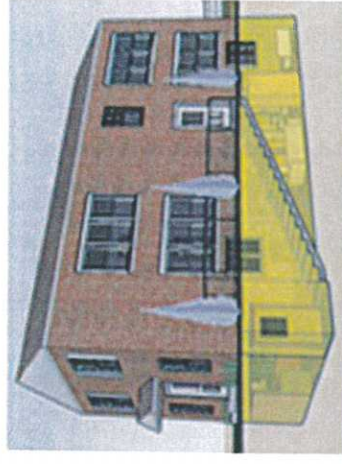
JANUARY 25, 2010 - Report to Committee of the Whole Working Session to obtain Council approval of the Terms of Reference for a study respecting Secondary Suites in residences and to establish a Secondary Suites Task Force

JUNE 5, 2012 – Report to Committee of the Whole with an update on recent developments in provincial policy notably Bill 140 the *Strong Communities Through Affordable Housing Reform Act, 2011*

SEPTEMBER 12, 2012 – Request for proposals (RFP) for the City-wide Secondary Suites Study was released



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BACKGROUND - milestones

MAY 7, 2013 – Report to Committee of the Whole (Working Session) addressing the status of the Study as well as providing a Terms of Reference for the Task Force, which was approved at Council

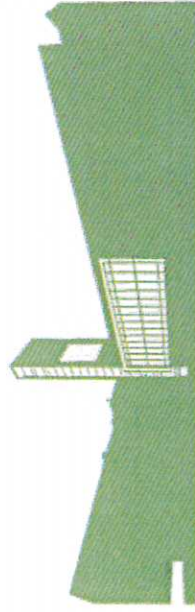
MAY 16TH & 23RD, 2013 – Advertisements for the Secondary Suites Kick-off meeting and Task Force recruitment

MAY 27, 2013 – The consultant team with Policy Planning staff hosted the Kick-off meeting respecting the Secondary Suites Study

JUNE 2013 – Council appointed members to the Secondary Suites Task Force

JULY 2013 to present – Task Force meetings with support of City Staff

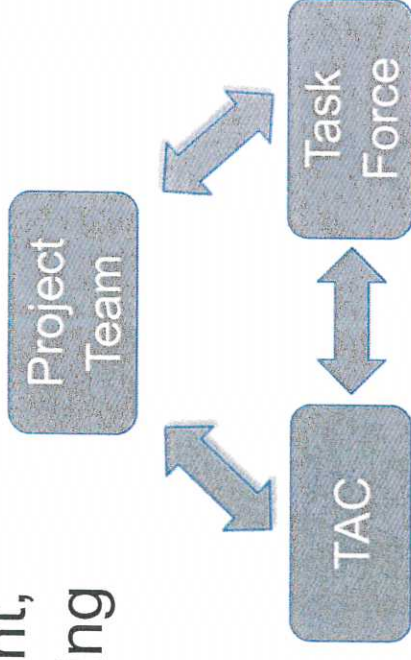
NOVEMBER 21ST & 27TH, 2013 – Advertisements for the second Public Open House



KEY PARTICIPANTS – project team

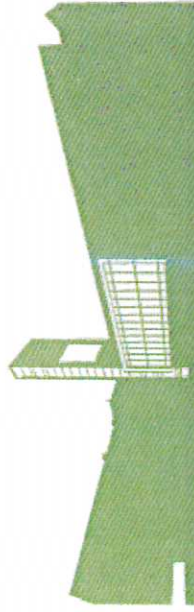
Membership

- Policy Planning, By-Law Enforcement, Fire and Rescue Services and Building Standards
- SHS Consulting/Planning Alliance



Role

- Manage all aspects of Study
- Conduct research and public consultations
- Develop Policy and Zoning standards for Secondary Suites
- Provide recommendations to Council on policy options based on Task Force and Study findings



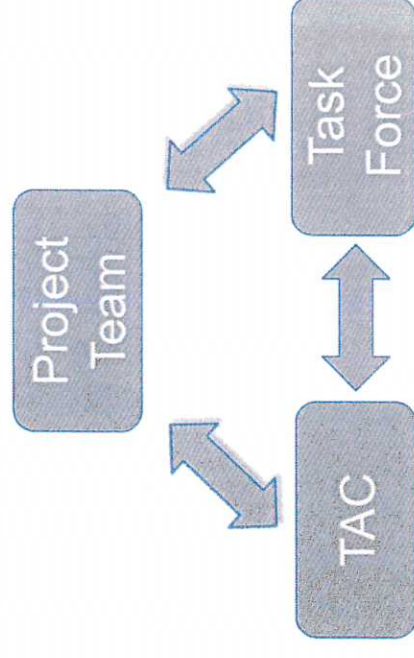
KEY PARTICIPANTS – task force

Membership

- Citizens
- NGO
- Development/Housing industry
- Local Business Community

Role

- Provide recommendations grounded in collective experience and local knowledge
- Review and comment on planning and development issues related to second suites
- Assist in the creation and evaluation of secondary suites options and policies



KEY PARTICIPANTS – task force

Role cont...

- Task Force has been facilitated and supported by information provided by the

Project Team

- Since it's appointment the Task Force has meet 4 times:

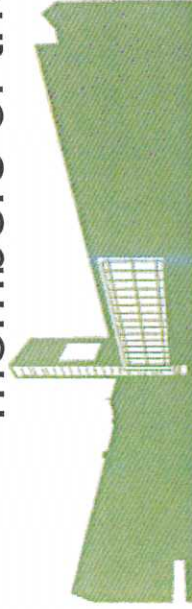
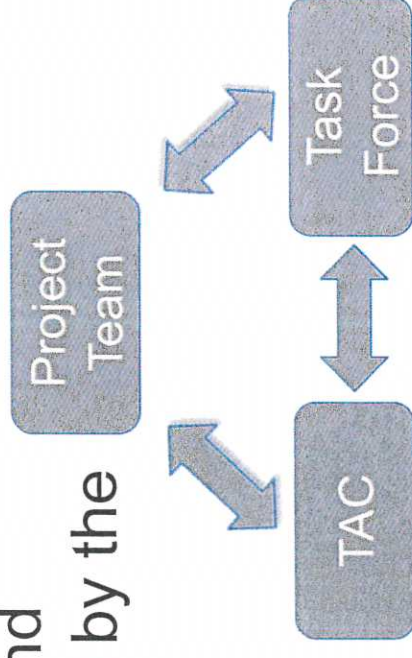
July 25th

September 26th

October 24th

November 21st

- Each of the 4 meetings included presentations from members of the Project Team and TAC



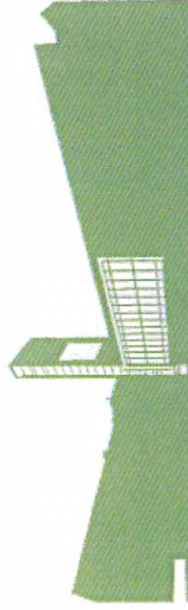
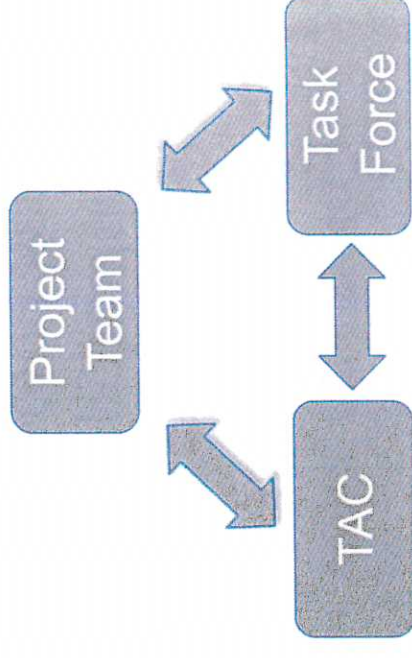
KEY PARTICIPANTS – Technical Advisory Committee (TAC)

Membership

- City Staff
- External members

Role

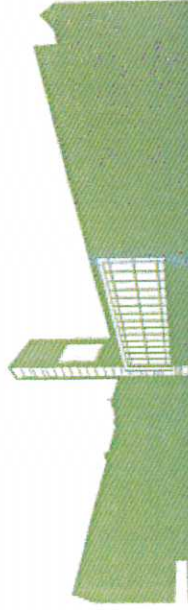
- Provide technical expertise
- Comment on specific issues related to implementing secondary suites policy
- Assist Project Team and Task Force as needed
- TAC has met once on August 20th 2013



INTERIM FINDINGS... Project Team

Through research completed by the Project Team we now have information on:

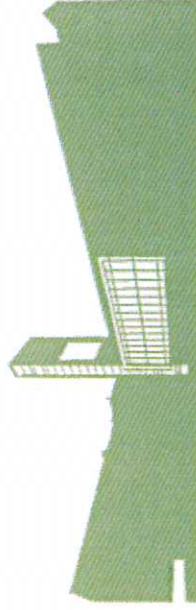
- Best Practices respecting Secondary Suites
- Current Market Analysis respecting Secondary Suites
- Current and Future size of the secondary rental market (data collection in progress)
- Review of Policy Context
- Potential policy tools for implementation (information collection in progress)



INTERIM FINDINGS... Task Force

Through work completed with the Task Force and information received through the online survey the Project Team has determined the following to be key issues:

- Ensuring Health and Safety
- Impact on Neighbourhood Character
- Strain on Infrastructure
- Community Awareness and Understanding



INTERIM FINDINGS... Technical Advisory Committee (TAC)

Information gathered from the various members of the Technical Advisory Committee:

- The number of existing Secondary Suites varies depending on the organization collecting the information
- An increase in property tax for residential units with a Secondary Suite is minimal
- The Building Code requirements for the construction of a Secondary Suite can be considered prohibitive
- Retreat of the federal government from consistent funding for any type of affordable housing
- Provincial and Regional position on how Secondary Suites contributes to their respective affordable housing strategies



BUDGETARY REQUIREMENTS

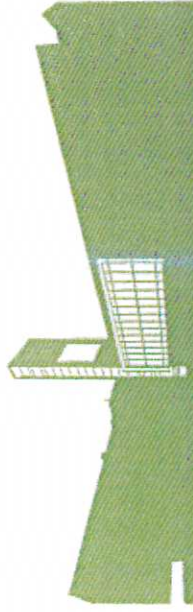
- A total of \$45,000.00 was originally budgeted to complete the study
- The Task Force, has determined that additional Task Force meetings, public consultation and an extension of the timeline for study completion is required
- Staff is requesting additional funding in the amount of \$30,000.00 in response to the requests of the Task Force



BUDGETARY REQUIREMENTS

Funding for the project can be accommodated as follows:

- City-wide Development Charges—General Government Reserve - **\$25,000.00**
- Policy Planning Operating Budget - **5,000.00**
- The study was originally funded from the Operating Budget
- VOP 2010 prescribes the role of intensification in meeting the City's required population targets



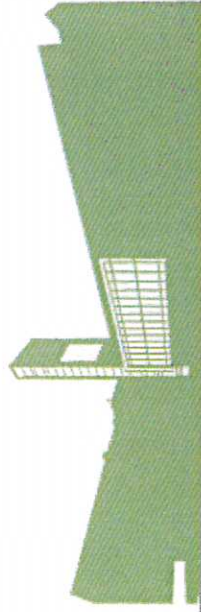
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BUDGETARY REQUIREMENTS

There are two main reasons for the request for additional funds

1. The additional work with the Task Force to create a common level of knowledge of the complexities present in order to develop and recommend policy solutions
2. The desire of the Task Force for more outreach to the broader public

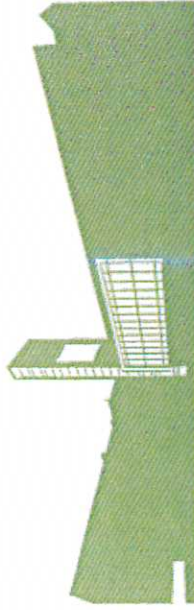
The proposed increase in budget will accommodate the additional work required



PUBLIC CONSULTATION STRATEGY

Objective

- Educate public on required policy changes and best practices
- Outline issues regarding secondary suites policy development
- Collect public feedback on where and how to permit secondary suites



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PUBLIC CONSULTATION STRATEGY

Public Notification for the May 27, 2013 Public Open House:

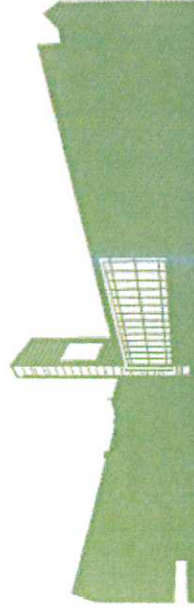
- Local newspapers, the Liberal and Citizen: May 16th & 23rd
- E-mail
- Social Media
- City of Vaughan's Official Website
- E-Newsletter
- City Page Online



PUBLIC CONSULTATION STRATEGY

Public Notification for the December 2nd/4th , 2013 Public Open House:

- Local newspapers, the Liberal and Citizen:
- November 21st & 28th
- City Page Online
- Social Media
- Friendly URL <http://www.vaughan.ca/secondariesuites>
- City Update E-Newsletter

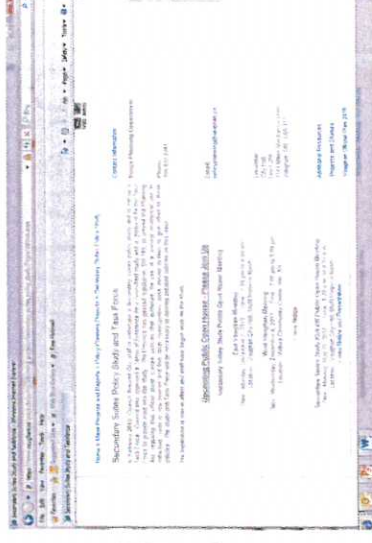


PUBLIC CONSULTATION STRATEGY

- Policy Planning Department's webpage
- Advertised at the venue for each location and City of Vaughan Community Centres
- The City of Vaughan's Official website landing page
- Through Secondary Suites Task Force members
- E-Mail



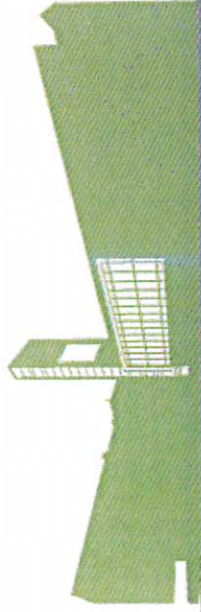
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TIMELINE

Objective

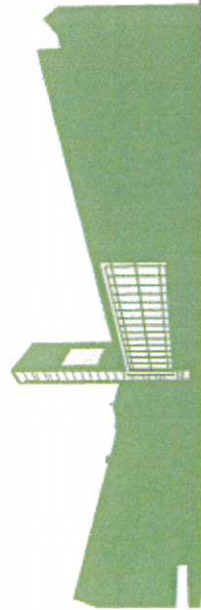
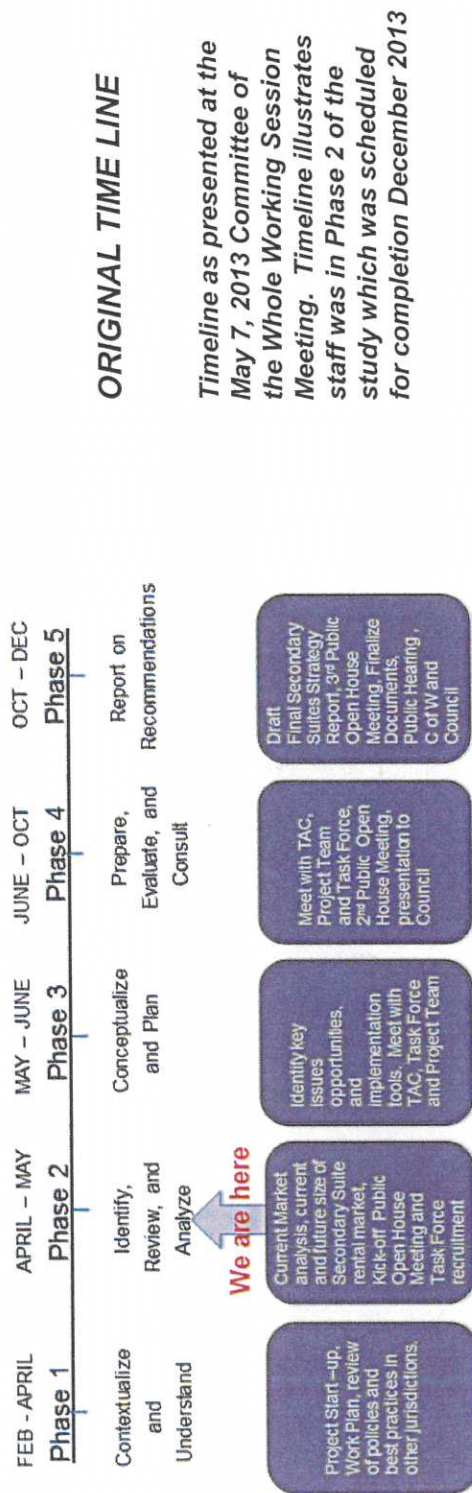
- Extend timeline to allow for an expanded public consultation process
- Provide additional opportunities to meet with the Secondary Suites Task Force
- Schedule Public Hearing by April 2014



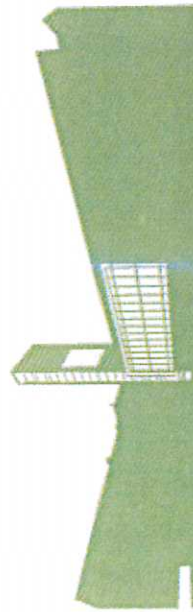
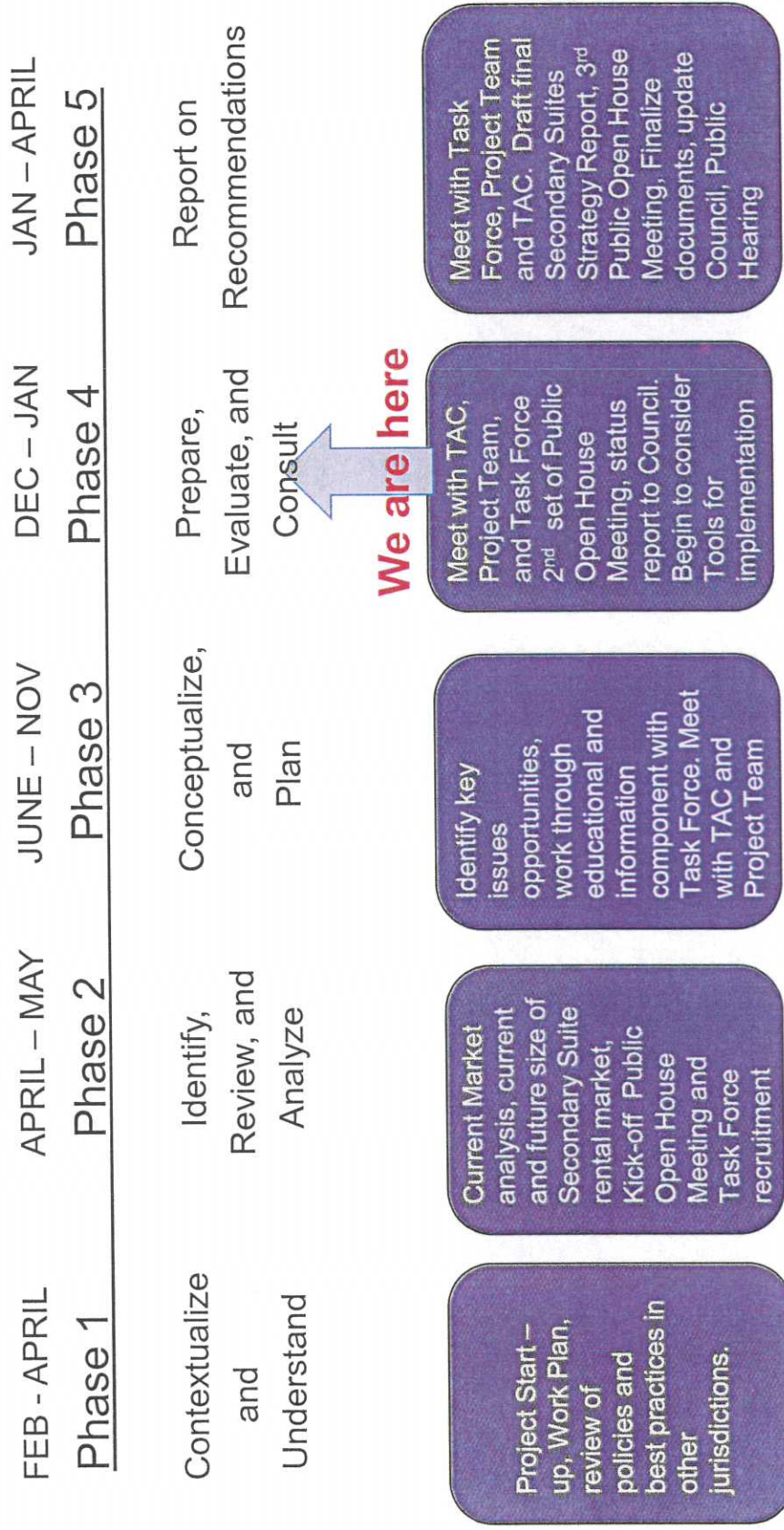
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TIMELINE - original

An extension of the **original timeline** beyond December 2013



TIMELINE - revised timeline



NEXT STEPS – If Budget request is approved

- Meet with TAC
- Establish dates for additional Task Force Meetings in 2014
- March 2014 Public Open House presenting policy
- March/April of 2014 provide Council with additional update on status of study
- Proceed to a Statutory Public Hearing



Questions or Comments

