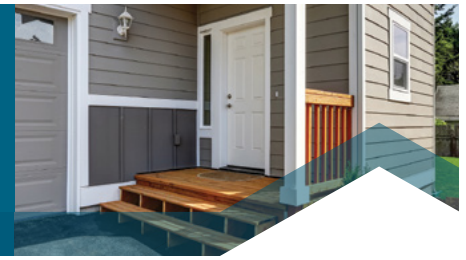


Secondary Suites – Municipal Case Study



CITY OF MISSISSAUGA

This section provides an overview of the City of Mississauga's Second Unit policy based on the 2016 survey response and information from the City's website.

Mississauga allows second units in most housing types. Secondary suites are registered at the time of development, in order to monitor and track the units. The City undertook a comprehensive Community engagement process to overcome residents' concerns

Secondary Suite Policy

The City's current Official Plan (March 2016) allows second units within detached dwellings, semi-detached dwellings and townhouse dwellings (Section 11.2.5.8). The Second Unit policy was developed as part of the City's Affordable Housing Strategy.

Regulations

The City's Zoning By-law (Section 4.1.20) permits one second unit within a detached, semi-detached, townhouse, or linked dwelling. Other requirements include:

- An addition to facilitate a second unit cannot alter the existing use of the dwelling;
- The minimum gross floor area of a second unit shall be 35 m²;
- A second unit cannot occupy more than 50% of the gross floor area of the dwellings where it is located;
- A new entrance cannot face a street or private road;
- A deck located above the first storey to facilitate entrance to a second unit is not permitted;
- One parking space shall be provided for the second unit;
- Tandem parking spaces to accommodate a second unit is permitted; and,
- A lot with a second unit cannot have more than one driveway.



The City has repealed the Second Unit Licensing By-law (By-law 204-13) and replaced it with Second Units Registration By-law (By-law 114-16) enacted and passed on June 8, 2016.

Monitoring Secondary Suites

Property owners are required to complete a second unit registration application to register a second unit. There is no fee to register however there may be other associated fees such as building permit fees and fire inspection fees if renovations are required. As part of the registration process, the second unit must comply with the Ontario Building Code, Fire code and Mississauga Zoning By-law. Homeowners who had obtained a license under the previous By-law are automatically registered.

Implementation

Planning and Building Department staff are in charge of implementing the second unit policy and regulations. Applications for registration are submitted to the Planning and Building Customer Services Centre. The applicant must also arrange for a building permit, and fire inspection certificate.

Barriers/Solutions

There was limited support for the policy from both the community and City Council. Concerns included the impact on Municipal services, safety/ building code issues, and preserving neighbourhood character. These barriers were overcome through community consultations and education and awareness initiatives throughout the community as well as within City Hall. Consultation activities included a Stakeholder Forum, meetings with City staff and service providers, five Public Consultation Workshops, and a Design

Workshop. The education campaign included information distributed through the City's Housing Choices web page, mail-outs to residents, news releases and articles, information evenings with City staff, and printed material available in community facilities such as libraries and community centres.

Community Impact

As of November 2016, a total of 268 second units have been registered.

Resources:

<http://www.mississauga.ca/portal/residents/housingchoicessecondunits>

<https://www.cip-icu.ca/Files/Awards/Planning-Excellence/Housing-Choices-Second-Units.aspx>

[Checklist for getting a license](#)

Further reading:

[Ontario Secondary Suites Research Study](#)

[Accessible and Adaptable Housing](#)



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