



THE CORPORATION OF DELTA

Community Planning and Development

Planning Services

POLICY No.: 8 (Revision 3)

SUBJECT: Secondary Suite Parking Policy

AUTHORITY: "Delta Zoning Bylaw No. 2750, 1977", Sections 607(6), 607(7)(a)(b)&(d), 610C(1)&(d), 901(1)(h)&(l) and 901(5)(b)&(m) and "Delta Subdivision and Development Standards Bylaw No. 7162, 2015", Section 7.12.1 of Schedule A – Delta Design Criteria

INTENT:

To establish a policy for the design of secondary suite parking for single family residential development in Delta. The policy is intended to:

- Provide a clear and consistent standard for the design of functional secondary suite parking;
- Provide user-friendly design guidelines and guidance to property owners, developers, designers and architects in the design of secondary suite parking;
- Encourage the consideration of secondary suite parking in the early stages of overall house design and site planning;
- Allow for more efficient processing of land use applications;
- Provide a clear checklist of minimum requirements to ensure complete applications are submitted; and
- Establish a minimum lot width below which secondary suites would not be permitted.

BACKGROUND:

The issue of parking and secondary suites is multi-faceted. Secondary suites can result in increased pressure for available on-street parking, impacting a neighbourhood. As such, off-street parking and its impact on permeable surfaces, yard space, availability of on-street parking and overall streetscape has come under increasing scrutiny in Delta.

One of the requirements of having a secondary suite is to provide a dedicated and functional off-street parking space to help mitigate the impacts on the surrounding neighbourhood. As off-street parking must be provided for secondary suites there remains the question as to the placement of the spaces.

If adequate off-street parking cannot be accommodated, a secondary suite will not be permitted.

ZONING BYLAW REQUIREMENTS:

Off-street secondary suite parking shall be provided in accordance with the following Sections under "Delta Zoning Bylaw No. 2750, 1977":

Section 607(6) specifies that not more than 60 percent of the total area of a lot may be covered by impermeable material. Impermeable materials include buildings, structures, asphalt, concrete, brick, stone and wood surfaces which prevent water from penetrating into the ground.

Section 607(7)(a) requires that front yard landscaping occupy at least 50 percent of the front yard and cannot be used for vehicle parking or storage.

Section 607(7)(b) specifies that landscaping must include a combination of trees, plants, vegetated ground cover, gardens, open arbors and trellises.

Section 607(7)(d) permits a maximum driveway width of 6.0 m (20 ft) in the front yard.

Section 610C(1)(d) states that if there is a secondary suite, an owner must provide a secondary suite parking space that does not obstruct access to other parking spaces required on the lot.

Section 901(1)(h) specifies that all required parking spaces are to be constructed and available for use at the time of issuance of the Occupancy Permit and at all times thereafter.

Section 901(1)(l) requires the owner of a lot to post a notice in the secondary suite that indicates the location of the suite parking space on the lot, and the notice must be clearly visible for the suite occupant at all times.

Section 901(5)(b) outlines minimum rectangular dimensions of required parking spaces:

Parking Space Type	Width	Length
Standard Parking Space	2.75 m	5.5 m
Parking space which abuts obstruction extending in excess of 0.3 m above level of parking space	3.0 m	5.5 m
Parking space which abuts open space	2.4 m which is setback from side property line with minimum 1 m wide landscaped area (<i>See Policy No. 6 – Residential Driveway Policy</i>)	5.5 m

Section 901(5)(m) states that where a dwelling contains a secondary suite, an owner must provide one parking space for the exclusive use of the secondary suite occupant.

SUBDIVISION AND DEVELOPMENT STANDARDS BYLAW REQUIREMENTS:

Off-street secondary suite parking shall also be provided in accordance with the following Section under “Delta Subdivision and Development Standards Bylaw No. 7162, 2015”:

Section 7.12.1 of Schedule A - Delta Design Criteria states that for urban residential driveways, the maximum driveway width shall be 6.0 m (20 ft).

POLICY:

A lot less than 15 metres in width shall not have a secondary suite.

Notwithstanding, Section 607(4)(b)(iii) of the Delta Zoning Bylaw, the portion of the front elevation located behind a permitted secondary suite parking space shall be excluded from the calculation of the horizontal distance of the garage projection.

For new house construction and houses built or approved for construction after June 30, 2010, a minimum of two parking spaces, not including the parking space required for the secondary suite, shall be contained within the garage.

For houses built or approved for construction on or before June 30, 2010, any enclosed existing parking space must be maintained as enclosed parking, and all other zoning and all other secondary suite parking requirements must be met. See also Policy “Enclosed Parking Space Requirements for Single Family and Duplex Dwellings” (September 9, 2015).

Where a building contains a secondary suite, the owner of the lot shall provide one parking space for the exclusive use of the secondary suite occupant that:

- has unobstructed access to and from the adjacent street for vehicles using that parking space;
- does not obstruct access to and from the adjacent street for vehicles using any other parking space on the lot; and
- is located behind the front most part of the building elevation.

Tandem parking shall not be permitted for single detached dwellings that contain a secondary suite. The checklist below is provided as a user-friendly tool to determine if a single family residential development proposal would meet The Corporation of Delta’s secondary suite parking requirements. Minimum requirements for secondary suite parking: All rows must be checked **YES**.

	YES	NO
Is the lot equal to or greater than 15 metres in width?		
Are a minimum of two parking spaces enclosed? Or, if house was constructed on or before June 30, 2010, is the number of existing enclosed parkings spaces staying the same?		
Is the secondary suite parking located behind the front most part of the building elevation?		
Does the secondary suite parking meet minimum dimensional requirements?		
Is the maximum driveway width equal to or less than 6 metres in the front yard and at the property line?		
Does the front yard satisfy the minimum 50 percent landscaping requirement? Consider privacy screening from neighbouring properties.		
Does the location of the secondary suite parking provide clear and unobstructed access, without overlap, to or from all required parking spaces on the lot? <i>For example, maneuvering around or movement of cars should not be required to access a parking space.</i>		
Is secondary suite parking provided and is it shown with dimensions on the site plan?		
Is there a minimum of 1 metre distance between the edge of the driveway and the side lot line; OR If less than 1 metre is provided, is an alternative drainage plan being proposed with details (subject to approval by the Director)?		

The following design approaches should be considered to achieve higher quality and more functional secondary suite parking, while promoting enhanced streetscapes:

- Reduce house size to create space on the lot for secondary suite parking which meets the above criteria.
- Increase the side setback to allow parking beside the house (e.g. next to the garage).
- Consider options to provide parking in the rear of the lot if space allows.

An appendix to this policy provides samples of secondary suite parking configurations that are generally acceptable and generally unacceptable. Note that the accommodation of secondary suite parking will depend on different factors, such as lot size and shape, house design, locations of existing structures or trees, and other site specific factors.

Submitted by: Jimmy Ho, Stephanie Johnson, Harpreet Sondh (Planners)

Approved by Director:

Date: *Sept 19/16*



**Policy Effective Date: February 1, 2016
(revised September 19, 2016)**

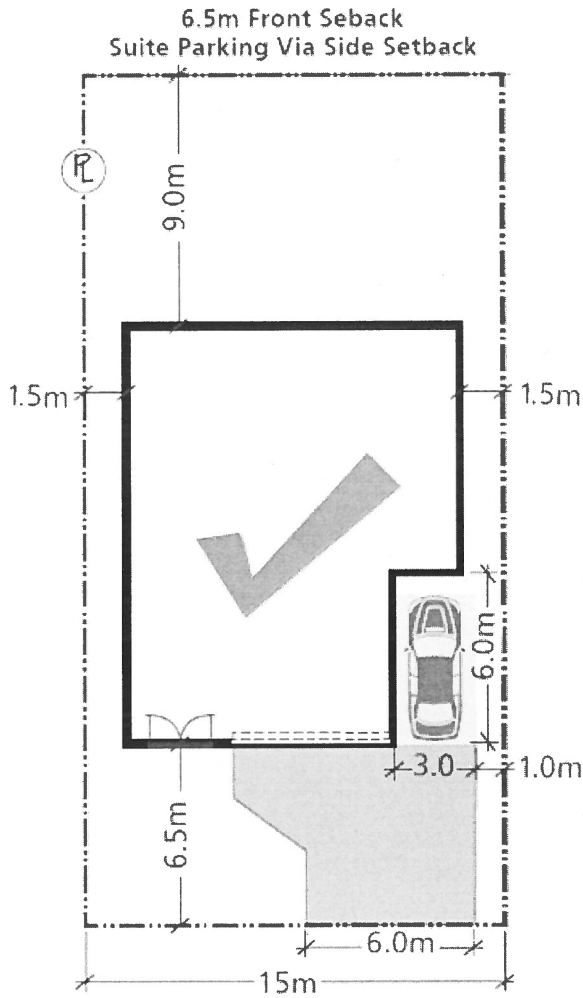
Community Planning and Development policies may change from time to time. The applicant must consult with the Community Planning and Development Department to ensure the policies you are referencing are updated and accurate. Please contact the Application Centre at 604.946.3380 to ensure the information is current.

APPENDIX

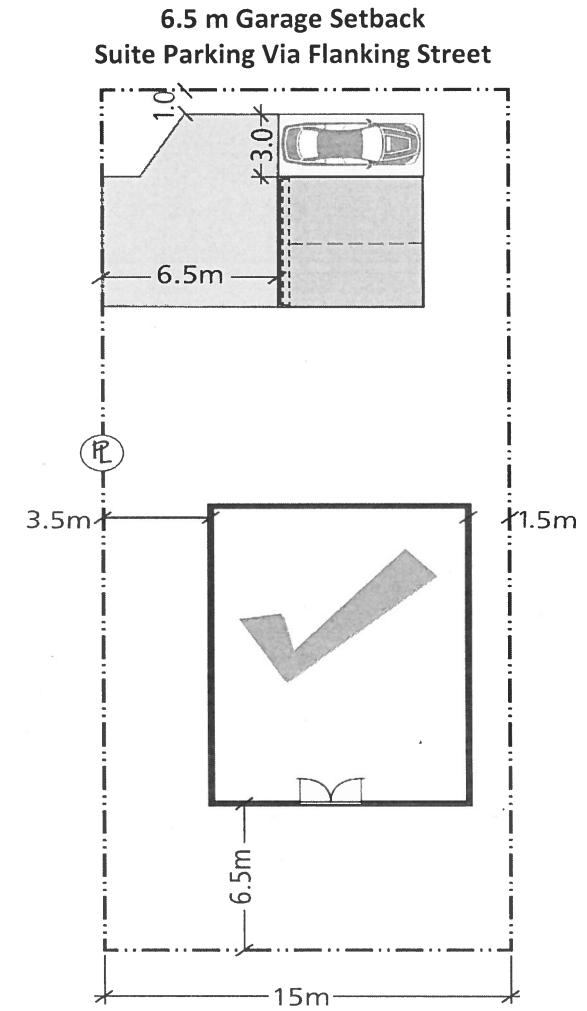
The illustrations below are provided to show various secondary suite parking options that ARE generally supported by the Community Planning & Development Department.

*Note: Drawings not to scale

In the Side Yard



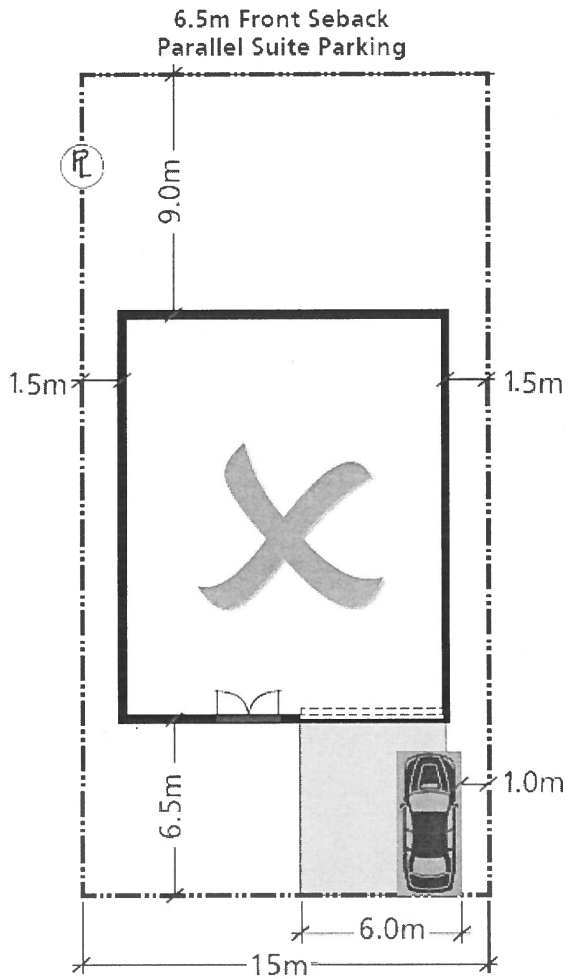
On a Corner Lot



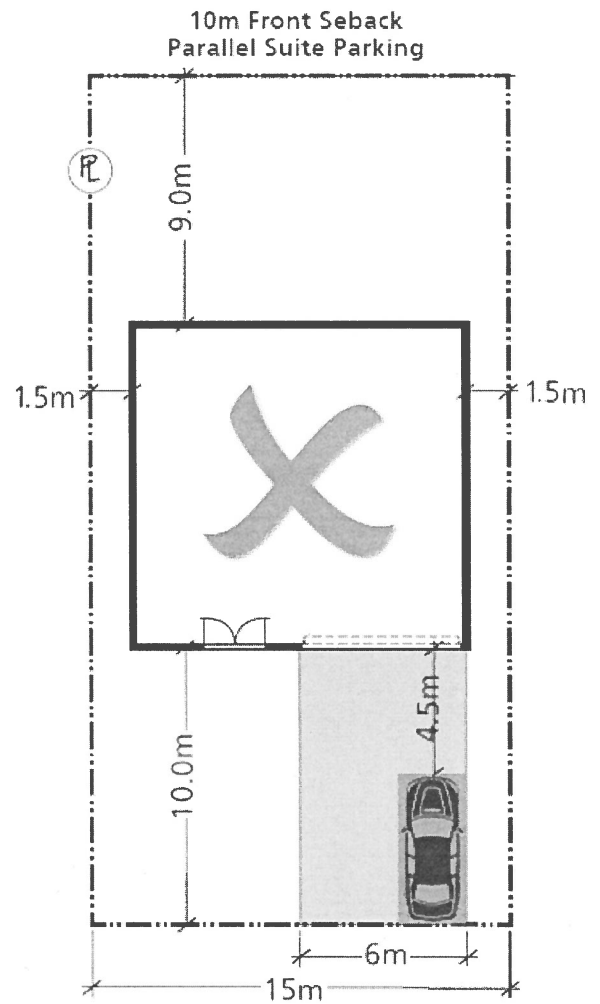
The illustrations below are provided to show various secondary suite parking options that are generally NOT supported by the Community Planning & Development Department.

*Note: Drawings not to scale

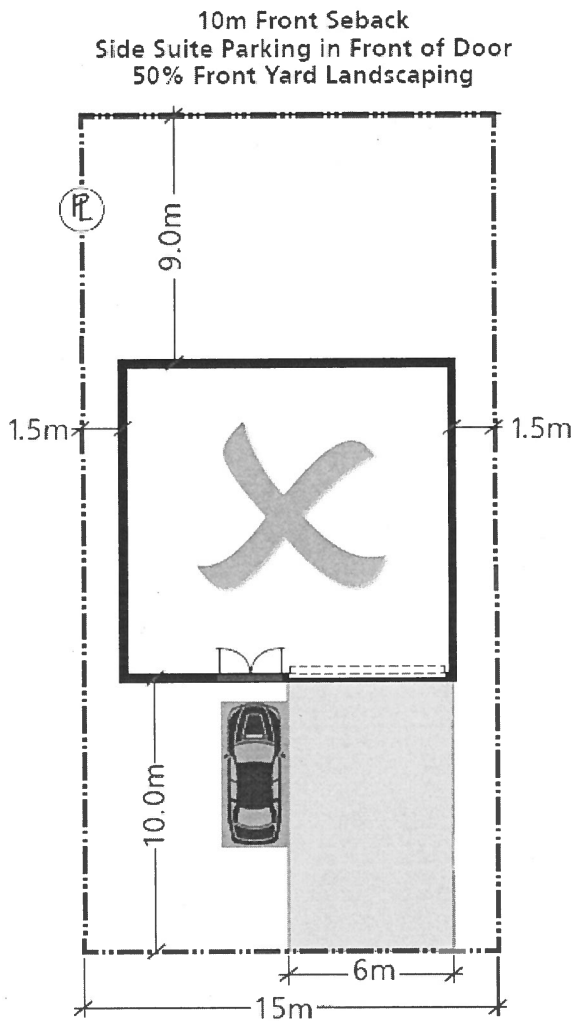
Overlap on a Shorter Driveway



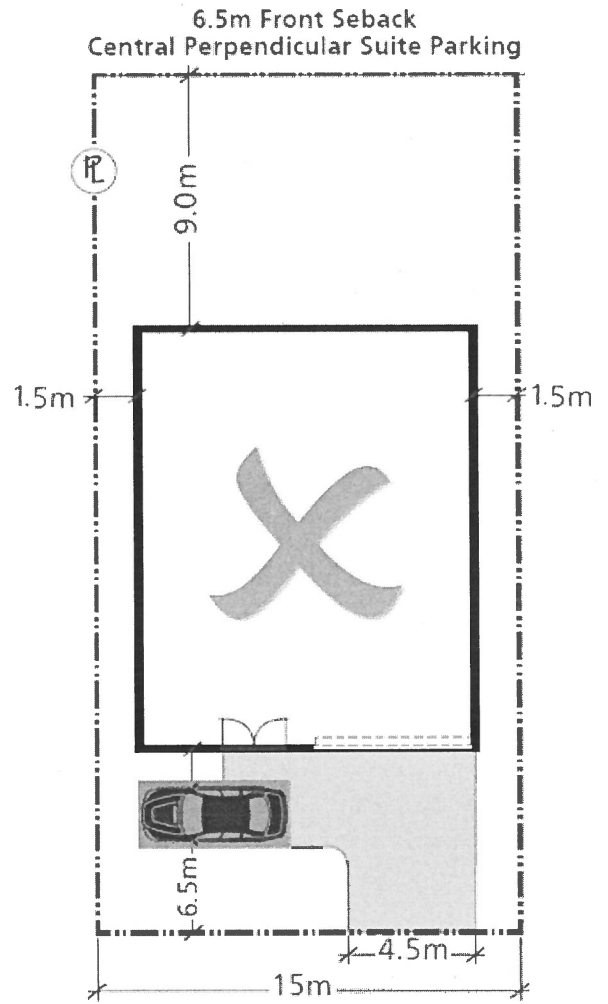
On a Longer Driveway



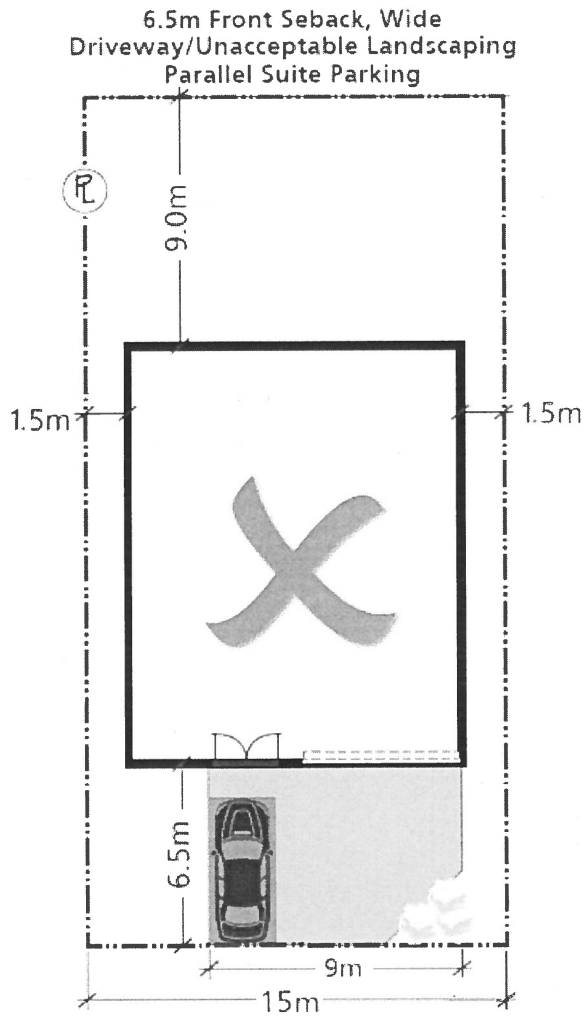
In Front of the Front Door



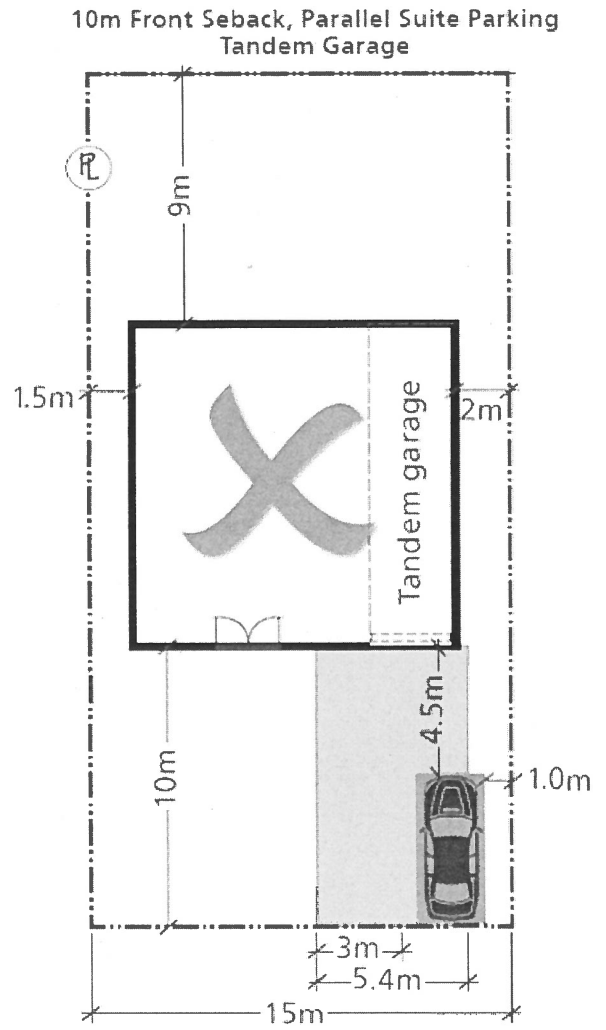
Perpendicular Parking



Wide Driveways & Unacceptable Landscaping



Tandem Parking on a Longer Driveway



Tandem on a Shorter Driveway

6.5m Front Seback, Parallel Suite Parking
Tandem Garage

