

**1. OFFICIAL PLAN, ZONING AND RELATED BY-LAW AMENDMENTS:  
SECOND DWELLING UNITS IN ACCESSORY BUILDINGS (COACH  
HOUSES)**

**MODIFICATIONS AU PLAN OFFICIEL, AU RÉGLEMENT DE ZONAGE ET À  
D'AUTRES RÈGLEMENTS: LOGEMENTS SECONDAIRES DANS LES  
BÂTIMENTS ACCESSOIRES (ANNEXES RÉSIDENTIELLES)**

**AGRICULTURE AND RURAL AFFAIRS COMMITTEE RECOMMENDATIONS,  
AS AMENDED**

**That Council:**

- 1. approve amendments to the Official Plan, as detailed in Document 1;**
- 2. approve amendments to the Zoning By-law, as detailed in Document 2, as amended by deleting item (8)(7)(a) in the Details of the Recommended Zoning and replacing it with the following:**  
**“(7) The maximum permitted height of a building containing a coach house:**
  - (a) In the AG, EP, ME, MR, RC, RG, RH, RI, RR, RU, V1, V2, V3 and VM Zones, is the lesser of:**
    - (i) the height of the principal dwelling; or**
    - (ii) 4.5 metres.**
    - (iii) despite (ii), where the living area of the coach house is entirely located on the second storey above a detached garage, the coach house may have a maximum height of 6.1 metres.”;**
- 3. repeal the policy changes to Section 2.5.2 Policy 10 and Section 3.1 Policy 1 as proposed in Items 107 and 130 of Official Plan Amendment No. 150 and repeal the policy changes to Section 3.1**

Policy 1 proposed in Item e. of Plan Amendment No. 140, as they apply to Secondary Dwelling units; and

4. approve that there be no further notice pursuant to Section 34 (17) of the *Planning Act*.

#### **PLANNING COMMITTEE RECOMMENDATIONS, AS AMENDED**

That Council:

1. approve amendments to the Official Plan, as detailed in Document 1;
2. approve amendments to the Zoning By-law, as detailed in Document 2;
3. repeal the policy changes to Section 2.5.2 Policy 10 and Section 3.1 Policy 1 as proposed in Items 107 and 130 of Official Plan Amendment No. 150 and repeal the policy changes to Section 3.1 Policy 1 proposed in Item e. of Plan Amendment No. 140, as they apply to Secondary Dwelling units;
4. receive the Coach Houses Development Charges Background Study, attached as Document 3;
5. approve amendments to the Development Charges By-law 2014-229, as detailed in Document 4;
6. approve amendments to the Site Plan Control By-law 2014-256, as detailed in Document 5; and
7. approve amendments to the Parkland Dedication By-law 2009-385 as detailed in Document 6; and
8. approve that the report be amended to include a two-year review period after which staff will report back on the effectiveness and implications the coach house rules implications.

**RECOMMANDATIONS DU COMITÉ DE L'AGRICULTURE ET DES  
AFFAIRES RURALES, TELLES QUE MODIFIÉES**

Que le Conseil :

1. approuve les modifications au Plan officiel, telles qu'elles sont présentées dans le document 1;
2. approuve les modifications au *Règlement de zonage*, telles qu'elles sont présentées dans le document 2, modifié par la suppression du point (8)(7)(a) des Détails du zonage recommandé et son remplacement par ce qui suit :  
  
« (7) La hauteur maximale permise d'un bâtiment comptant une annexe résidentielle :
  - (a) correspond, dans les zones AG, EP, ME, MR, RC, RG, RH, RI, RR, RU, V1, V2, V3 et VM, à la moins élevée des hauteurs suivantes :
    - (i) la hauteur de l'habitation principale; ou
    - (ii) 4,5 mètres;
    - (iii) nonobstant le sous-alinéa (ii), lorsque l'aire de séjour de l'annexe résidentielle se borne exclusivement au deuxième étage d'un garage isolé, il est permis que l'annexe résidentielle ait une hauteur maximale de 6,1 mètres. »;
3. abroge les changements à la politique 10 de la section 2.5.2 et à la politique 1 de la section 3.1 proposés aux points 107 et 130 de la modification au Plan officiel n° 150, et d'abroger les changements à la politique 1 de la section 3.1 proposés à l'alinéa e) de la modification au Plan officiel n° 140, dans la mesure où ces changements s'appliquent aux appartements

accessoires; et

4. approuve qu'aucun nouvel avis ne sera donné en vertu du paragraphe 34(17) de la *Loi sur l'aménagement du territoire*.

#### **RECOMMANDATIONS DU COMITÉ DE L'URBANISME, TELLES QUE MODIFIÉES**

Que le Conseil :

1. approuve les modifications au Plan officiel, telles qu'elles sont présentées dans le document 1;
2. approuve les modifications au *Règlement de zonage*, telles qu'elles sont présentées dans le document 2;
3. abroge les changements à la politique 10 de la section 2.5.2 et à la politique 1 de la section 3.1 proposés aux points 107 et 130 de la modification au Plan officiel n° 150, et d'abroger les changements à la politique 1 de la section 3.1 proposés à l'alinéa e) de la modification au Plan officiel n° 140, dans la mesure où ces changements s'appliquent aux appartements accessoires;
4. prenne acte de l'étude préliminaire sur les redevances d'aménagement des annexes résidentielles ci-jointe à titre de document 3;
5. approuver les modifications au *Règlement municipal sur les redevances d'aménagement* (n° 2014-229), telles qu'elles sont présentées dans le document 4;
6. approuve les modifications au *Règlement régissant la réglementation du plan d'implantation* (n° 2014-256), telles qu'elles sont présentées dans le document 5;
7. approuve les modifications au *Règlement sur l'affectation de*

*terrains à la création de parcs (n° 2009-385), telles qu'elles sont présentées dans le document 6; et*

- 8. approuve que le rapport soit modifié par l'ajout d'une période d'essai de deux ans, à la fin de laquelle le personnel fera état de l'efficacité et des répercussions des règles sur les annexes résidentielles.**

DOCUMENTATION / DOCUMENTATION

1. General Manager's Report, Planning, Infrastructure and Economic Development Department, dated 26 August 2016 (ACS2016-PIE-PGM-0121).  
  
Rapport du Directeur général, Services de la planification, de l'Infrastructure et du développement économique, daté le 26 août 2016 (ACS2016-PIE-PGM-0121).
2. Extract of draft Minutes, Agriculture and Rural Affairs Committee, 6 October 2016.  
  
Extrait de l'ébauche du procès-verbal, Comité de l'agriculture et des affaires rurales, le 6 octobre 2016.
3. Extract of draft Minutes, Planning Committee, 11 October 2016.  
  
Extrait de l'ébauche du procès-verbal, Comité de l'urbanisme, le 11 octobre 2016.
4. Summary of Written and Oral Submissions (to be issued separately with the final Council agenda)  
  
Résumé des observations écrites et orales (à publier séparément, en même temps que la version finale de l'ordre du jour de la réunion du Conseil)

**Report to  
Rapport au:**

**Agriculture and Rural Affairs Committee / Comité de l'agriculture et des affaires  
rurales**

**October 6, 2016 / 6 octobre 2016**

**Planning Committee / Comité de l'urbanisme**

**October 11, 2016 / 11 octobre 2016**

**and Council / et au Conseil**

**October 26, 2016 / 26 octobre 2016**

**Submitted on September 14, 2016**

**Soumis le 14 septembre 2016**

**Submitted by**

**Soumis par:**

**John Moser,**

**General Manager / Directeur général,**

**Planning, Infrastructure and Economic Development Department / Services de la  
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**Ward: CITY WIDE / À L'ÉCHELLE DE LA  
VILLE**

**File Number: ACS2016-PIE-PGM-0142**

**SUBJECT: Official Plan, Zoning and related By-law Amendments: Second Dwelling Units in Accessory Buildings (Coach Houses)**

**OBJET: Modifications au Plan officiel, au Règlement de zonage et à d'autres règlements: Logements secondaires dans les bâtiments accessoires (annexes résidentielles)**

## **REPORT RECOMMENDATIONS**

- 1. That Agriculture and Rural Affairs Committee:**
  - a. Recommend that Council approve amendments to the Official Plan, as detailed in Document 1;**
  - b. Recommend that Council approve amendments to the Zoning By-law, as detailed in Document 2;**
  - c. Recommend that Council repeal the policy changes to Section 2.5.2 Policy 10 and Section 3.1 Policy 1 as proposed in Items 107 and 130 of Official Plan Amendment No. 150 and repeal the policy changes to Section 3.1 Policy 1 proposed in Item e. of Plan Amendment No. 140, as they apply to Secondary Dwelling units; and**
  - d. Approve the Public Consultation Section, attached as Document 7 of this report, be included as the "brief explanation" in the Summary of Written and Oral Submissions, to be prepared by the City Clerk and Solicitor's Office and submitted to Council in tandem with this report, subject to submissions received between the publication of this report and 4 p.m. of the day prior to Council's consideration.**
- 2. That Planning Committee:**
  - a. Recommend that Council approve amendments to the Official Plan, as detailed in Document 1;**
  - b. Recommend that Council approve amendments to the Zoning By-law, as detailed in Document 2;**

- c. Recommend that Council repeal the policy changes to Section 2.5.2 Policy 10 and Section 3.1 Policy 1 as proposed in Items 107 and 130 of Official Plan Amendment No. 150 and repeal the policy changes to Section 3.1 Policy 1 proposed in Item e. of Plan Amendment No. 140, as they apply to Secondary Dwelling units;
- d. Recommend that Council receive the Coach Houses Development Charges Background Study, attached as Document 3;
- e. Recommend that Council approve amendments to the Development Charges By-law 2014-229, as detailed in Document 4;
- f. Recommend that Council approve amendments to the Site Plan Control By-law 2014-256, as detailed in Document 5;
- g. Recommend that Council approve amendments to the Parkland Dedication By-law 2009-385 as detailed in Document 6; and
- h. Approve the Public Consultation Section, attached as Document 7 of this report, be included as the “brief explanation” in the Summary of Written and Oral Submissions, to be prepared by the City Clerk and Solicitor’s Office and submitted to Council in tandem with this report, subject to submissions received between the publication of this report and 4 p.m. of the day prior to Council’s consideration.

## RECOMMANDATIONS DU RAPPORT

1. Que le Comité de l’agriculture et des affaires rurales :
  - a. recommande au Conseil d’approuver les modifications au Plan officiel, telles qu’elles sont présentées dans le document 1;
  - b. recommande au Conseil d’approuver les modifications au *Règlement de zonage*, telles qu’elles sont présentées dans le document 2;
  - c. recommande au Conseil d’abroger les changements à la politique 10 de la section 2.5.2 et à la politique 1 de la section 3.1 proposés aux points 107 et 130 de la modification au Plan officiel n° 150, et d’abroger les changements à la politique 1 de la section 3.1



proposés à l'alinéa e) de la modification au Plan officiel n° 140, dans la mesure où ces changements s'appliquent aux appartements accessoires et

- d. accepte que la section consacrée aux consultations publiques, ci-jointe à titre de document 7, soit comprise en tant que « brève explication » dans le résumé des observations écrites et orales, qui doit être rédigé par le Bureau du greffier municipal et chef du contentieux et présenté au Conseil en même temps que le présent rapport, à la condition que les observations aient été reçues entre la publication du présent rapport et 16 h la veille de l'étude du rapport par le Conseil.

2. Que le Comité de l'urbanisme :

- a. recommande au Conseil d'approuver les modifications au Plan officiel, telles qu'elles sont présentées dans le document 1;
- b. recommande au Conseil d'approuver les modifications au *Règlement de zonage*, telles qu'elles sont présentées dans le document 2;
- c. recommande au Conseil d'abroger les changements à la politique 10 de la section 2.5.2 et à la politique 1 de la section 3.1 proposés aux points 107 et 130 de la modification au Plan officiel n° 150, et d'abroger les changements à la politique 1 de la section 3.1 proposés à l'alinéa e) de la modification au Plan officiel n° 140, dans la mesure où ces changements s'appliquent aux appartements accessoires;
- d. recommande au Conseil de prendre acte de l'étude préliminaire sur les redevances d'aménagement des annexes résidentielles ci-jointe à titre de document 3;
- e. recommande au Conseil d'approuver les modifications au *Règlement municipal sur les redevances d'aménagement* (n° 2014-229), telles qu'elles sont présentées dans le document 4;

- f. **recommande au Conseil d'approuver les modifications au *Règlement régissant la réglementation du plan d'implantation* (n° 2014-256), telles qu'elles sont présentées dans le document 5;**
- g. **recommande au Conseil d'approuver les modifications au *Règlement sur l'affectation de terrains à la création de parcs* (n° 2009-385), telles qu'elles sont présentées dans le document 6 et**
- h. **accepte que la section consacrée aux consultations publiques, ci-jointe à titre de document 7, soit comprise en tant que « brève explication » dans le résumé des observations écrites et orales, qui doit être rédigé par le Bureau du greffier municipal et chef du contentieux et présenté au Conseil en même temps que le présent rapport, à la condition que les observations aient été reçues entre la publication du présent rapport et 16 h la veille de l'étude du rapport par le Conseil.**

## **EXECUTIVE SUMMARY**

The province made changes to the *Planning Act* in 2012 to enhance their policies for affordable housing. These policy changes resulted in amendments requiring municipalities to allow for secondary units both within a home and detached from a home. The City has already implemented a portion of this requirement, permitting what the City has termed “secondary dwelling units” within the home. This report recommends amendments to various development control by-laws to fulfil the remainder of the *Planning Act* direction to allow for second units in accessory structures. The City has termed these new units “coach houses”. This report introduces amendments to the Official Plan, Zoning By-law, Site Plan Control By-law, Development Charges By-law and Parkland Dedication By-law to permit and regulate this new land use.

In September 2015, the City launched the Coach Houses Study. The study's purpose was to identify how coach houses could be introduced into residential communities.

### **Assumption and Analysis**

The proposed Official Plan amendment provides policy direction enabling coach houses in the urban and rural area, as well as guidance on when and under what circumstances

variances from the performance standards may be considered. It also clarifies that a coach house may not be severed from the lot containing the dwelling to which it is accessory.

The proposed amendments to the Zoning By-law will:

- allow either a coach house or a secondary dwelling unit, but not both, in the urban and rural areas, as accessory uses to detached, semi-detached, linked-detached and duplex dwellings, as well as in the end units of a townhouse row where the property is also located on a corner lot;
- restrict the size (footprint) of coach houses to a certain proportion (40 per cent) of the yard in which they are located;
- restrict the height of coach houses to one storey in the urban area and two storeys in the rural area;
- require that coach houses be serviced from the main dwelling with which they are associated;
- allow coach houses on private well and septic systems in the rural area, provided the lot is 0.8 hectares or larger; while requiring urban coach houses to connect to public services;
- allow existing accessory buildings to be converted to coach houses, even if they do not meet the footprint, height and yard requirements for a coach house; and
- notwithstanding the above, prohibits coach houses in Rockcliffe Park (as secondary dwelling units are currently not allowed under the Rockcliffe Park Secondary Plan).

The proposed Site Plan Control By-law amendment provides that coach houses located on private services in the rural area will be subject to Site Plan Control. Coach houses connected to public or communal water and sewer services will not require Site Plan Control.

The proposed amendment to the Development Charges By-law exempts coach houses from Development Charges except those levied for public transit, and establishes that a coach house is evaluated as an apartment dwelling for these purposes.

The proposed amendment to the Parkland Dedication By-law will exempt coach houses from parkland dedication or cash-in-lieu of same, as secondary dwelling units are already exempt.

### **Public Consultation/Input**

The Coach House Study was initiated in September 2015 with an online discussion paper and questionnaire to identify the issues for consideration, and to inform the appropriate policy structure for the Official Plan amendment and performance standards for the Zoning By-law amendment. Some of the issues for consideration included maximum height, maximum size, location on the lot and setbacks, and with what type of residential buildings a coach house would be permitted. Feedback was provided via the questionnaire, direct meetings and presentations, stakeholder consultation and individual emails.

In February 2016, a second discussion paper was released to present proposed guiding principles to allow coach houses and supplementary draft policy and zoning directions. Public comments were welcome from February 1-29 via direct correspondence with the project lead. At the request of stakeholders the public consultation of the draft Recommendations was extended until June of 2016 to allow for more public meetings and an increased amount of feedback on the draft policies and regulations. Revised Zoning and Official Plan amendments proposals were formally circulated to community associations and stakeholders city-wide on June 23, and advertised in city-wide newspapers on June 23 and 24.

Notification and public consultation for the proposed Official Plan and Zoning By-law amendments were undertaken in accordance with the Public Notification and Public Consultation Policy approved by City Council for Zoning By-law and Official Plan amendments. A copy of the staff report was provided to all those who provided comments through the study process.

### **SOMMAIRE**

En 2012, la province a modifié la *Loi sur l'aménagement du territoire* afin de renforcer ses politiques sur le logement abordable. Ces changements de politiques ont eu pour résultat d'obliger les municipalités à permettre l'aménagement de logements secondaires attenants ou non à un logement principal. La Ville s'est déjà conformée en

partie à cette exigence en autorisant la création de ce qu'elle appelle un « appartement accessoire » à l'intérieur même d'une habitation. Le présent rapport recommande de modifier plusieurs règlements sur l'utilisation du sol pour mettre en œuvre les autres dispositions de la *Loi sur l'aménagement du territoire* visant à permettre l'aménagement de logements secondaires dans un bâtiment accessoire. La Ville utilise le terme « annexe résidentielle » pour désigner ce nouveau type de logement. Le rapport présente des modifications au Plan officiel, au *Règlement de zonage*, au *Règlement régissant la réglementation du plan d'implantation*, au *Règlement municipal sur les redevances d'aménagement* et au *Règlement sur l'affectation de terrains à la création de parcs* en vue d'autoriser et de réglementer cette nouvelle catégorie d'utilisation du sol.

En septembre 2015, la Ville a entamé une étude sur les annexes résidentielles, laquelle avait pour but de déterminer comment ces annexes pourraient être intégrées aux quartiers résidentiels.

### **Hypothèses et analyse**

La modification proposée au Plan officiel fournit des directives autorisant la création d'annexes résidentielles dans les secteurs urbain et rural, ainsi que des critères pour déterminer dans quelles circonstances une dérogation aux normes de rendement peut être envisagée. Elle précise également qu'une annexe résidentielle ne peut être séparée du lot où est situé le logement principal.

Les modifications proposées au *Règlement de zonage* auront pour effet :

- de permettre l'aménagement d'une annexe résidentielle ou d'un appartement accessoire, mais non des deux, en lien avec une habitation isolée, une habitation isolée à fondation reliée, une habitation jumelée, un duplex ou une maison en rangée située sur un terrain d'angle, dans les secteurs urbain et rural;
- de restreindre la superficie (l'empreinte) des annexes résidentielles à un certain pourcentage (40 %) de la cour où elles sont situées;
- de restreindre la hauteur des annexes résidentielles à un étage dans le secteur urbain et à deux étages dans le secteur rural;

- d'exiger que les annexes résidentielles soient raccordées aux services publics à partir de l'habitation principale à laquelle elles sont liées;
- de permettre le raccordement d'une annexe résidentielle à un puits et à une fosse septique privés dans le secteur rural, pourvu que le lot fasse au moins 0,8 hectare, tout en exigeant que les annexes résidentielles urbaines soient raccordées aux services publics;
- de permettre aux bâtiments accessoires existants d'être convertis en annexes résidentielles, même s'ils ne respectent pas les limites correspondantes en matière de superficie, de hauteur et de pourcentage de la cour;
- nonobstant ce qui précède, d'interdire l'aménagement d'annexes résidentielles à Rockcliffe Park (puisque les appartements accessoires y sont actuellement interdits en vertu du Plan secondaire du village de Rockcliffe Park).

Selon la modification proposée au *Règlement régissant la réglementation du plan d'implantation*, les annexes résidentielles raccordées à des services privés dans le secteur rural seront soumises au processus d'approbation du plan d'implantation. Celles raccordées à des services d'eau et d'égoûts publics ou collectifs ne seront pas soumises à ce processus.

La modification proposée au *Règlement municipal sur les redevances d'aménagement* permettra d'exempter les annexes résidentielles de toute redevance d'aménagement, sauf celles exigées pour les services de transport en commun, et précise que pour le calcul de ces redevances, l'annexe résidentielle doit être évaluée en tant qu'appartement.

La modification proposée au *Règlement sur l'affectation de terrains à la création de parcs* permettra d'exempter les annexes résidentielles de la désignation de terrains à vocation de parcs ou du règlement financier des frais relatifs à ces terrains, puisque les appartements accessoires en sont déjà exemptés.

### **Consultation publique et commentaires**

L'étude sur les annexes résidentielles a commencé en septembre 2015 par la publication en ligne d'un document de travail et d'un questionnaire visant à faire ressortir les enjeux ainsi qu'à orienter la création de directives adéquates pour la

modification au Plan officiel et l'établissement de normes de rendement pour la modification au *Règlement de zonage*. Entre autres enjeux signalés, on comptait la hauteur maximale, la superficie maximale, l'emplacement sur le lot, les retraits et le type de bâtiment résidentiel auquel une annexe pourrait s'ajouter. Des commentaires ont été recueillis au moyen du questionnaire et de courriels individuels, et lors de rencontres et de présentations en personne, ainsi que de discussions avec les intervenants.

En février 2016, un deuxième document de travail a été publié pour présenter les principes directeurs proposés afin de permettre l'aménagement d'annexes résidentielles ainsi que les politiques complémentaires provisoires et les directives relatives au zonage. Le public a été invité à fournir ses commentaires entre le 1<sup>er</sup> et le 29 février, en communiquant directement avec le chargé de projet. À la demande des intervenants, la période de consultation publique sur les recommandations provisoires a été prolongée jusqu'en juin 2016 pour qu'il puisse y avoir plus d'assemblées publiques et qu'un maximum de commentaires sur les politiques et les règlements provisoires soient recueillis. Les modifications proposées au *Règlement de zonage* et au Plan officiel ont été officiellement communiquées aux associations communautaires et aux intervenants de partout dans la ville le 23 juin et annoncées dans les journaux d'Ottawa les 23 et 24 juin.

Un avis public a été donné et une consultation publique a eu lieu conformément à la Politique d'avis et de consultation publique approuvée par le Conseil municipal pour les modifications proposées au Plan officiel et au Règlement de zonage. Une copie du rapport du personnel a été fournie à tous ceux qui se sont exprimés dans le cadre de l'étude.

## **BACKGROUND**

The Official Plan currently contains direction, within Section 3.1(1) and Section 2.5.2(10) permitting secondary dwelling units within detached dwellings, semi-detached dwellings, linked-detached dwellings and duplex dwellings with Section 133 of the Zoning By-law setting out regulations for secondary dwelling units within the primary home. These policy and zoning provisions implement the direction provided by the *Planning Act* to permit secondary dwelling units within existing residential dwellings. The Official Plan and Zoning By-law, however, do not currently allow for secondary dwelling units in accessory structures, which is also required under the *Planning Act*. This report provides for introducing policies into the Official Plan and for establishing zoning

provisions to allow for secondary dwelling units in accessory structures (Coach Houses) to provide for the full implementation of the requirements that have been set out in the *Planning Act*.

If adopted, the proposed Official Plan amendment and Zoning By-law amendment would not be subject to appeal.

## **DISCUSSION**

The intent of the *Planning Act* in requiring that municipalities permit, in their Official Plans, secondary dwelling units within existing residential dwellings and within accessory buildings is to achieve an increase in affordable housing stock within Ontario municipalities through discreet, small-scale intensification in existing residential communities and enhance housing options for a variety of residents. The proposed amendment to the Official Plan and the proposed zoning provisions to permit coach houses within the City of Ottawa will complement the current Official Plan policies and zoning provisions for secondary dwellings to allow the City to comply with the changes made to the *Planning Act* by the Province.

### Official Plan Amendment

The proposed Official Plan amendment provides the policy framework for allowing second units in accessory structures in the urban and rural areas of the City. The proposed Official Plan amendment is founded on five principles which were determined through public consultation. Those principles are:

1. Coach houses are to be seen as a discreet form of intensification and a means to provide new housing options within established residential neighbourhoods.
2. Coach houses are to remain secondary to the principal dwelling, smaller than the principal dwelling, and leave enough open and amenity space in the back yard.
3. Coach houses are to remain accessory structures and cannot be severed and sold separately.
4. Coach houses must be well integrated into their context, with regard and respect for the privacy of neighbours and the vegetation on the property.



5. Coach houses must be serviced with water and sanitary service from the principal dwelling, or in the rural area, with private services approved through site plan control.

The proposed official Plan amendment incorporates these principles into the policy directions being introduced into the Official Plan for Coach houses.

The policies in Sections 2.5.2 and 3.1, dealing with secondary dwelling units, generally were modified by two previous Official Plan amendments that have been appealed to the Ontario Municipal Board. These amendments are the comprehensive Official Plan Amendment No. 150 and Official Plan Amendment No. 140 which made corrections to OPA 150. The changes made in those amendments are made redundant by the new policies proposed in this report. As such the report is also recommending that the specific changes in OPAs 140 and 150 be repealed in order to avoid any future conflict between the attached Official Plan amendment and any changes to policy that may arise from the Ontario Municipal Board determination of appeals to Official Plan Amendments 140 and 150.

#### Zoning By-law Amendment

The proposed Zoning By-law amendment establishes regulatory provisions consistent with the policy directions set out in the proposed Official Plan amendment. The proposed zoning provisions will allow coach houses as-of-right throughout the City except in the former Village of Rockcliffe Park, where the Rockcliffe Park Secondary Plan contains restrictions on density and where secondary dwellings units are currently not permitted.

Where permitted, coach houses would be subject to maximum footprints based on the area of the yard in which they are located and the footprint of the main dwelling. Subject to these limits, the footprint of a coach house may not in any case exceed 80 square metres in the urban area or 95 square metres in the rural area. Coach houses would be permitted on lots with detached, semi-detached, linked-detached, duplex and townhouse dwellings. Coach houses would not be considered accessory buildings for the purposes of zoning and would be regulated under their own section of the Zoning By-law. However, coach houses would be included in the calculation of the maximum yard coverage permitted for accessory buildings.

In the urban area, buildings containing coach houses would be restricted to one storey in height, while in the rural area two-storey buildings containing coach houses would be permitted where the coach house is located entirely above a garage. The possibility of a two-storey coach house in the urban area is not provided for in the zoning but may be considered subject to a minor variance, under the proposed Official Plan policy, to ensure that the higher structure does not intrude on neighbouring lots' privacy. Rooftop patios or other roof top outdoor amenity spaces would not be permitted on a coach house. Coach houses would be required to connect to water and/or sewer services through the main dwelling. This requirement is to prevent the severance of a coach house to stand on its own lot and be sold separately so as to ensure that it remains accessory to a main dwelling.

To safeguard neighbouring properties' privacy, coach houses would be required to have any wall with windows or doors set back at least 4 metres from the facing property line. Conversely, where a wall has no doors or windows, the applicable setback would be a maximum of 1 metre from the facing lot line, allowing coach houses to be designed very close to, or on the lot line and maximize usable yard space. This approach ensures that either the coach house is located far enough from the neighbouring lot that privacy is provided by distance, or that the coach house is built close enough to the line that the Building Code will ensure no windows or doors on that wall are included, or added in the future.

Pre-existing accessory structures, where these are proposed to be modified to include a coach house, would be grandfathered with respect to the existing building's height and setbacks.

#### Development Charges By-law Amendment

The proposed amendment to the Development Charges By-law would establish that coach houses are exempt from all components of Development Charges except for the public transit component. Coach houses are to be treated as apartment dwellings for the purpose of determining the applicable charge.

Subsequent to the posting of the background study, through further consultation with City staff, it has been recommended that a modification to section 9 of the by-law, in respect of the redevelopment of land, be made. As it is proposed that where a coach house is constructed, only the transit component of the development charge be paid, if

land with a coach house on it is redeveloped, it would be appropriate that only a credit for that component be provided, as opposed to the full development charge.

This represents additional Development Charge revenue for the City, since Coach Houses are currently not permitted. Focusing the Development Charge on the transit component reflects the wish to ensure that Coach Houses are as affordable to build as possible, while contributing to the growth-related costs of the service most likely to be triggered by future Coach House residents.

The Development Charges Background Study, attached as Document 3, has been posted on Ottawa.ca since June 16, 2016, in compliance with the provisions of the *Development Charges Act*.

#### Site Plan Control By-law Amendment

The proposed amendment to the Site Plan Control By-law would require Site Plan Control for coach houses in the rural area. This will allow the City to undertake the proper review of the adequacy of private services. Coach houses in the urban area or villages where they are serviced by public or communal water and wastewater would not be subject to Site Plan Control approval.

#### Parkland Dedication By-law

The proposed amendment to the Parkland Dedication By-law would exempt coach houses from triggering a requirement for parkland dedication or cash in lieu of same, consistent with the by-law's current exemption for secondary dwelling units.

### **RURAL IMPLICATIONS**

The proposed amendments provide for coach houses in the rural area, subject to minimum lot sizes and requirements for Site Plan Control and hydrogeological studies in order to confirm the water quality and quantity for servicing the coach house. The Site Plan Control process will also allow the municipality to ensure that the ground water is not affected by the increased level of effluent produced as a result of the coach house development.

## **CONSULTATION**

Notification and public consultation was undertaken in accordance with the Public Notification and Public Consultation Policy approved by City Council for Official Plan and Zoning By-law amendments.

Details of the consultation are included in Document 7.

## **COMMENTS BY THE WARD COUNCILLORS**

City-wide – not applicable.

## **LEGAL IMPLICATIONS**

Official plan policies and zoning by-law provisions permitting second units in single, semi, row houses, and in accessory structures, are exempt from appeal to the Ontario Municipal Board, except during a comprehensive review. This exemption from appeals extends to the determination of performance standards for second units.

An amendment to a development charges by-law is subject to appeal to the Board. However, the Board only has the authority to dismiss an appeal or lower the amount of the charge, it may not increase the amount of the charge.

## **RISK MANAGEMENT IMPLICATIONS**

There are no risk management implications association with the recommendation in this report.

## **FINANCIAL IMPLICATIONS**

Recommendations 1., and 2. a., b., c., d., and f.: There are no direct financial implications.

Recommendation 2.e.: The recommended Development Charges By-law amendments would result in the exemption of Development Charges, with the exception of Public Transit DCs. In accordance with the 2014 Development Charges Policy and Framework (ACS2014-CMR-ARA-004), the City will account for the foregone revenue and reimburse the various DC reserves through the annual Provision for DC Exemptions.

Recommendation 2.g.: The proposed amendment to the Parkland Dedication By-law would exempt coach houses from triggering a requirement for parkland dedication or cash in lieu of same.

### **ACCESSIBILITY IMPACTS**

There are no accessibility implications associated with this report.

### **TERM OF COUNCIL PRIORITIES**

This project addresses the following Term of Council Priorities:

HC3 – Create new affordable housing options

ES1 – Support an environmentally sustainable Ottawa

HC1 – Advance equity and inclusion for the city's diverse population

### **SUPPORTING DOCUMENTATION**

Document 1 Proposed Official Plan Amendment (not subject to appeal) *(issued previously and held on file)*

Document 2 Details of Recommended Zoning By-law amendment (not subject to appeal)

Document 3 Coach Houses Development Charges Background Study *(issued previously and held on file)*

Document 4 Proposed Amendment to the Development Charges By-law

Document 5 Proposed Amendment to the Site Plan Control By-law

Document 6 Proposed Amendment to the Parkland Dedication By-law

Document 7 Public Consultation *(issued previously and held on file)*

### **DISPOSITION**

City Clerk and Solicitor Department, Legislative Services, to notify Program Manager, Assessment Section, Billing, Assessment and Tax Policy Unit, Deputy City Treasurer Revenue Branch.

Planning, Infrastructure and Economic Development Department to prepare the implementing by-laws, forward to Legal Services and undertake the statutory notification.

Legal Services to forward the implementing by-laws to City Council.

**Document 2 – Details of the Recommended Zoning**

**1) Amend Section 54 (Definitions) by:**

- (1) **adding the following definition of "coach house" under the definition of "dwelling":**

"coach house" means a separate dwelling unit that is subsidiary to and located on the same lot as an associated principal dwelling unit, but is contained in its own building that may also contain uses accessory to the principal dwelling.

- (2) **adding the following definition of "footprint":**

"Footprint" means the area of the ground floor of a building, measured from the exterior of the outermost walls, including an attached garage but excluding any projections.

- (3) **amending the definition of "Planned Unit Development" by adding the words "or coach house" after the words "garden suite."**

**2) Amend Section 55 by adding wording similar in effect to the following as 55(7), and by renumbering the existing 55(7) and 55(8) accordingly:**

- (7) A coach house is not considered to be an accessory use and any building containing a coach house is regulated by Section 142, and not this section.

**3) Amend Subsection 58(3) by adding the following as subsection (ag);**

(ag) coach house

**4) Amend Subsection 58(4) by adding the words "other than a coach house" after the word "development" and before the words "may be permitted."**

**5) Amend Section 65 by adding the words "or a building containing a coach house" after the words "principal building" and before the words "into a required yard."**

- 6) Amend Table 101 by deleting the existing Row R2 and replacing it with the following:

	I	II	III	IV	V
Row	Land Use	Area X and Y on Schedule 1A	Area B on Schedule 1A	Area C on Schedule 1A	Area D on Schedule 1A
R2	Coach house	None	None	None	None

- 7) Amend Subsection 133(17) by adding the words "coach house," after the words "garden suite."

- 8) Add wording similar in effect to the following as Section 142 - Coach Houses

**Section 142 (Coach Houses)**

- (1) A coach house is permitted on any lot also containing a detached, semi-detached, linked detached, duplex or townhouse dwelling, where that dwelling type is a listed permitted use, subject to subsections (2) through (14).
- (2) The coach house may not be severed from the lot containing the principal dwelling.
- (3) No more than one coach house is permitted on a lot.
- (4) A coach house must be located:
  - (a) in the rear yard, or
  - (b) in the case of a lot with frontage on both a street and a travelled public lane, in the yard adjacent to the travelled public lane.



- (5) Despite (1), a coach house is not permitted:
- (a) where the lot contains a garden suite, secondary dwelling unit, or one or more rooming units;
  - (b) within the area shown as Area A on Schedule XXX;
  - (c) on a lot that is
    - (i) less than 0.8 hectares in area;
    - (ii) located within Area D on Schedule 1; and
    - (iii) not serviced by both a public or communal water system and public or communal wastewater system;
- or
- (d) on a lot occupied by a townhouse dwelling unit, except where the lot containing the townhouse unit abuts two public streets, or a public street and a travelled lane.
- (6) A coach house must be serviced:
- (a) Within Areas A, B and C on Schedule 1, from the principal dwelling, and the principal dwelling must be serviced by a public or communal water and waste water system;
  - (b) Within Area D on Schedule 1,
    - (i) from at least one of either the existing well or septic system, or
    - (ii) from the principal dwelling serviced by a private septic system, private well, communal water system or communal waste water system.
- (7) The maximum permitted height of a building containing a coach house:
- (a) In the AG, EP, ME, MR, RC, RG, RH, RI, RR and RU Zones, is the lesser of:
    - (i) the height of the principal dwelling; or

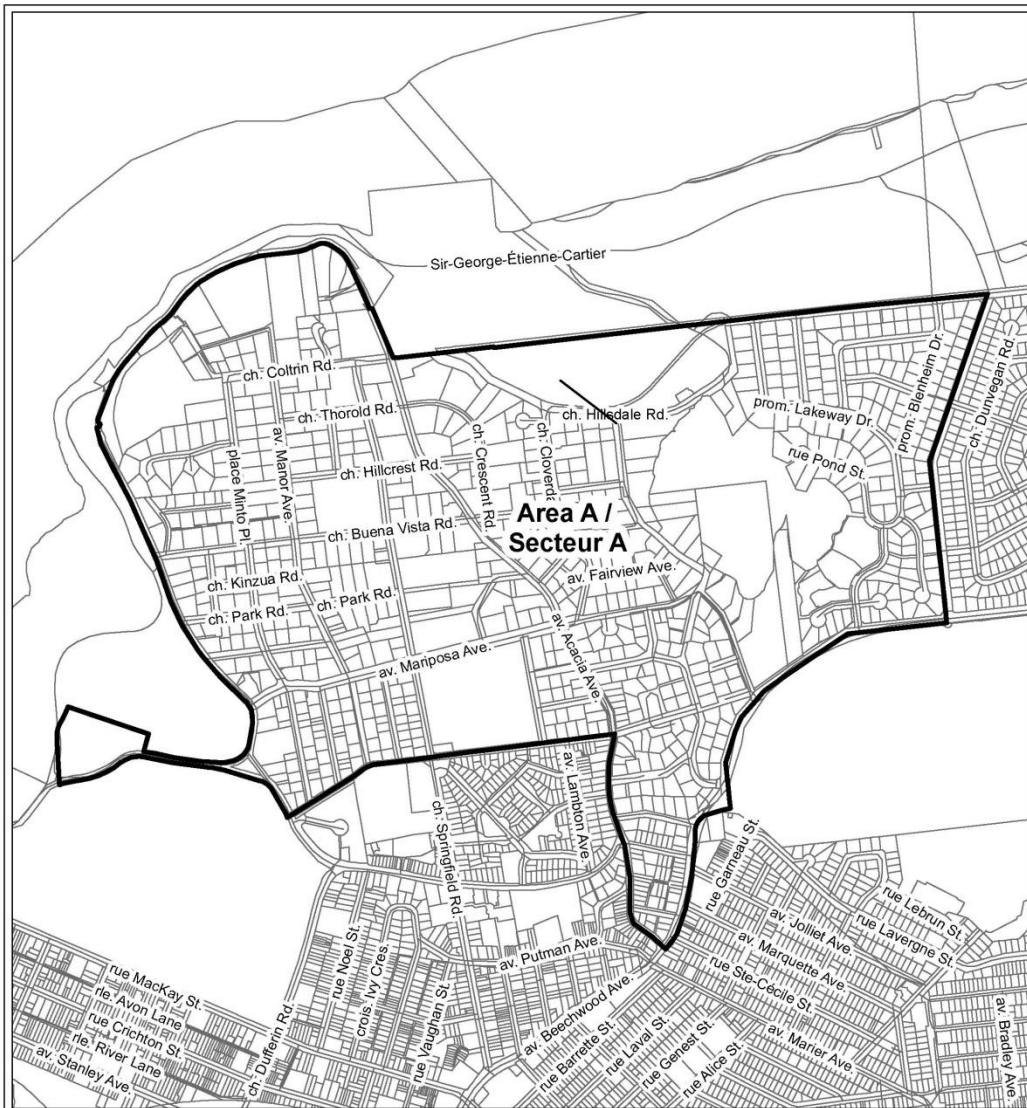
- (ii) 4.0 metres.
    - (iii) despite (ii), where the living area of the coach house is entirely located on the second storey above a detached garage, the coach house may have a maximum height of 6.1 metres.
  - (b) In any other zone, is the lesser of:
    - (i) the height of the principal dwelling; or
    - (ii) 3.6 metres, with the height of the exterior walls not to exceed 3.2 metres;
  - (c) Section 64 (Permitted Projections Above the Height Limit) does not apply to a building containing a coach house, except with respect to:
    - (i) chimneys
    - (ii) flagpoles
    - (iii) ornamental domes, skylights or cupolas, provided that the cumulative horizontal area occupied by such features does not exceed 20% of the footprint of the coach house.
- (8) Required setbacks from lot lines for a coach house are as follows:
- (a) From the front lot line, the minimum setback must be equal to or greater than the minimum required front yard setback for the principal dwelling.
  - (b) From the corner side lot line, the minimum setback must be equal to or greater than the minimum required corner side yard setback for the principal dwelling.
  - (c) From the interior side lot line,
    - (i) where the interior side lot line abuts a travelled lane or where no entrance or window faces the interior side lot line, the maximum permitted setback is 1 metre
    - (ii) in all other cases, the minimum required setback is 4 metres

- (d) From the rear lot line,
  - (i) where the rear lot line abuts a travelled lane or where no entrance or window faces the rear lot line, the maximum permitted setback is 1 metre
  - (ii) in all other cases, the minimum required setback is 4 metres
- (9) The **footprint** of a building containing a coach house may not exceed the lesser of:
  - (a) 40% of the **footprint** of the principal dwelling, or where the principal dwelling has a **footprint** of 125 square metres or less, 50 square metres;
  - (b) 40% of the area of the yard in which it is located; or
  - (c) 80 square metres in Area A, B and C on Schedule 1, or 95 square metres in Area D on Schedule 1.
- (10) The total **footprint** of a building containing a coach house plus all accessory buildings and structures in a yard may not exceed:
  - (a) In the AG, EP, ME, MR, RC, RG, RH, RI, RR and RU Zones, 5% of the area of the yard in which they are located, or
  - (b) In any other zone, 50% of the area of the yard in which they are located.
- (11) A walkway must be provided from a driveway, public street or travelled lane to the coach house, and such walkway
  - (a) must be at least 1.2 metres in width;
  - (b) must not exceed 1.5 metres in width;
  - (c) No person may park a vehicle on any part of a walkway under this subsection, other than that part of the walkway that encroaches on a permitted driveway.
- (12) No new driveway may be created in association with a coach house.

- (13) A vehicle associated with a coach house may be parked in tandem in the driveway of the principal dwelling.
- (14) The roof of a building containing a coach house:
  - (a) May not contain any rooftop garden, patio, terrace or other amenity area;
  - (b) Despite (a), may contain a vegetative green roof provided it is not designed or equipped for use as an amenity area.
- (15) Where located entirely in the rear yard, all or part of an accessory building existing as of September 14, 2015 may be altered to contain a coach house in accordance with the following:
  - (a) The building envelope may be enlarged in accordance with this subsection, and subsections 7(a), 7(b) and (8) do not apply except as set out in this subsection;
  - (b) The building including any enlargement must continue to be located entirely within the rear yard;
  - (c) No part of the building that is not located within the building envelope of the original accessory building as it existed on September 14, 2015, may exceed the applicable maximum permitted building height in subsection (7.)
  - (c) No window or entrance is permitted on any wall facing and within 4 metres of a lot line.
- (16) Where not located entirely in the rear yard, all or part of an accessory building existing as of September 14, 2015 may be altered to contain a coach house in accordance with the following:
  - (a) The building may not be enlarged beyond the building envelope of the accessory building as it existed on September 14, 2015;
  - (b) Subsections 4, 7(a), 7(b), and (8) do not apply except as set out in this subsection; and

- (c) No window or entrance is permitted on any wall facing and within 4 metres of a lot line.
  
- (17) Despite subsection (9), where an accessory building existing as of September 14, 2015 exceeds the permissible footprint in subsection (9), all or part of the accessory building may be altered to contain a coach house in accordance with subsections (15) or (16) provided that:
  - (a) After the addition of the coach house, the building envelope has not been enlarged beyond the envelope existing on September 14, 2015; and
  - (b) The gross floor area of the coach house does not exceed 80 square metres, if located within Areas A, B or C on Schedule 1, or 95 square metres in Area D on Schedule 1.

(8) Amend Part 17 (Schedules) by adding the following as Schedule XXX:




**Ottawa** **PLANNING AND GROWTH MANAGEMENT**  
**URBANISME ET GESTION DE LA CROISSANCE**

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**This is Schedule XXX to Zoning By-law No. 2008-250**  
**Annexe XXX au Règlement de zonage n° 2008-250**

This is Attachment X to By-law Number 2016-\_\_\_\_, passed \_\_\_\_\_, 2016  
 Pièce jointe n° X du Règlement municipal n° 2016-\_\_\_\_, adopté le \_\_\_\_\_, 2016

  
NOT TO SCALE

**Document 4 – Proposed Amendment to the Development Charges By-law**

**Amend By-law 2014-229 as follows:**

**(1) Amend Section 1 - Definitions by adding the following definition:**

"coach house" means a separate dwelling unit that is subsidiary to and located on the same lot as an associated principal dwelling unit, but is contained in its own building that may also contain uses accessory to the principal dwelling

**(2) Amend the definition of "apartment dwelling" by deleting the words "and ii) a secondary dwelling unit." and replacing them with the words "ii) a secondary dwelling unit, and iii) a coach house."**

**(3) Amend Section 7 - Exemptions by adding wording similar in effect to the following as 7(1)(u)**

(u) the creation of a coach house

**(4) Amend Section 7(3) by deleting the words "(r) and (s)." and replacing them with the words "(r), (s) and (u)."**

**(5) Amend section 9 by the addition of the following subsection:**

(10) In the instance of a demolition of a coach house, only a credit for the transit component of the development charge shall be provided.

**Document 5 – Proposed Amendment to the Site Plan Control By-law**

**Amend By-law 2014-256 as follows:**

- (1) Amend Section 5 by adding wording to similar in effect to the following to include the establishment of a coach house as a class of exempt development:**
  - (i) add the text “a coach house, where the coach house is connected to public or communal water and wastewater services” as another clause under subsection 5(1);**
  - (ii) add the text “a coach house is added to the building” as a new clause 5(3)(c), and re-letter subsequent clauses accordingly.**
- (2) Add the term “coach house” in alphabetical order to Schedule A.**



**Document 6 - Proposed Amendment to the Parkland Dedication By-law**

**Amend By-law 2009-385 as follows:**

- (1) Amend Section 14(1)(h) by adding the words "unit or coach house" after the words "secondary dwelling"**