

Exhibit C, Secondary Suites Regulation Summary, Page 1 of 3

Secondary Suites Zoning By-law Regulation Summary

Where are Secondary Suites Permitted?

- Within a single detached dwelling, semi-detached dwelling, or row/townhouse dwelling (i.e. the Principal Dwelling) that is a permitted use in a Residential Zoning District; or,
- In a building that is accessory to one of these dwellings.
- Secondary suites are not permitted in areas affected by flood plain pursuant to the Provincial Policy Statement, 2014.
- Secondary suites located in proximity to erosion hazards or other natural hazards are subject to permit approval by the Otonabee Region Conservation Authority.
- Permission for secondary suites does not apply to areas that are regulated by Township Zoning By-laws which have been inherited through municipal boundary adjustments.

How many Secondary Suites are permitted?

- One secondary suite per Principal Dwelling unit.

Are Secondary Suites limited in size?

- Minimum Floor Area: 28 square metres (301 square feet);
- Maximum Floor Area: Less than the floor area of the Principal Dwelling;
- Maximum number of bedrooms: two.

Secondary Suites in Detached Accessory Buildings

Number of Principal Dwelling Units on Lot	Minimum Distance to Rear of Principal Dwelling	Minimum Distance from Side or Rear Lot Line	Maximum Height	Maximum combined coverage of Lot for all accessory buildings
1 or 2	1.2 metres (3.9 ft)	0.6 metres (2 ft)	4.3 metres (14.1 ft)	10%
3 to 15	2.4 metres (7.9 ft)	2.4 metres (7.9 ft)	4.3 metres (14.1 ft)	10%
Cumulative lot coverage of all accessory buildings plus coverage of the principal dwelling must comply with the overall lot coverage regulation of the applicable Residential Zoning District.				

Exhibit C, Secondary Suites Regulation Summary, Page 2 of 3

Fire Department Access

Fire Department access must be provided such that:

- An access route from a hydrant to a pumper vehicle plus an unobstructed path of travel for a firefighter from the vehicle to the primary entrance of a Secondary Suite does not exceed 90 metres (295 feet),
- An unobstructed path of travel for a firefighter from a pumper vehicle to the primary entrance of a Secondary Suite does not exceed 45 metres (147.6 feet).

Where these distances can not be achieved, an alternative firefighting or access solution is required that promotes public safety to the satisfaction of the Peterborough Fire Services and the City of Peterborough Building Services Division.

Municipal Water and Sewer

- Municipal water and sewer services are required;
- Private well and septic service may be used where permitted by the Zoning By-law and subject to Ontario Building Code compliance.

Exhibit C, Secondary Suites Regulation Summary, Page 3 of 3

Parking Requirements

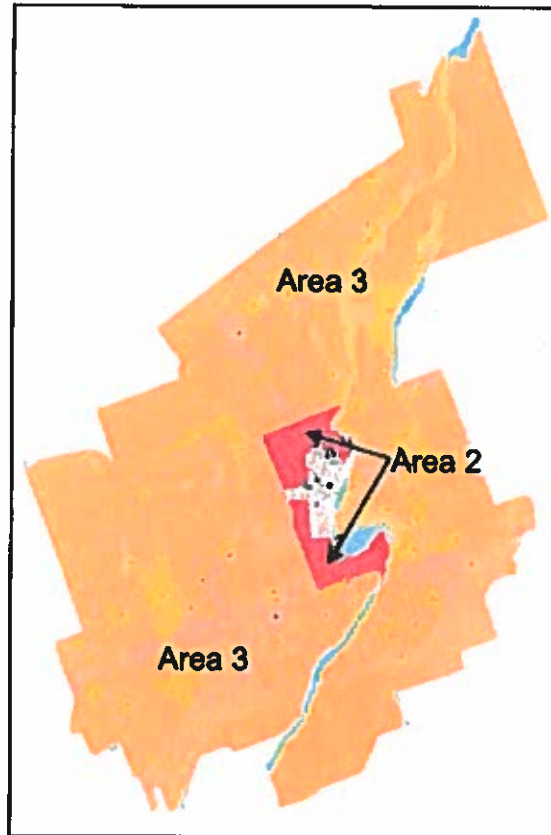
Principal Dwelling Type	Parking Area 1	Parking Area 2	Parking Area 3
Single Detached	1 space for principal dwelling, 0 spaces for suite	1 space for principal dwelling, 1 space for suite	2 spaces for principal dwelling, 1 space for suite
Semi-detached	1 space per principal dwelling, 0 spaces per suite	1 space per principal dwelling, 1 space per suite	2 spaces per principal dwelling, 1 space per suite
Row/townhouse	1 space per principal dwelling, 0 spaces per suite	1.5 spaces per principal dwelling, 1 space per suite	1.75 spaces per principal dwelling, 1 space per suite

Tandem for a secondary suite parking is permitted in all parking areas.

Parking Area 1



Parking Areas 2 and 3



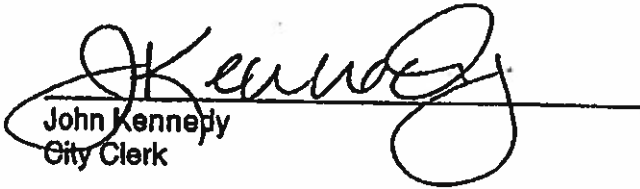


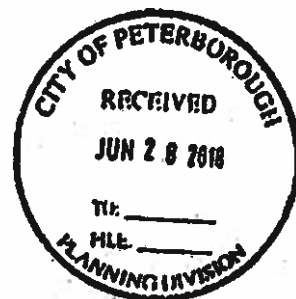
City of
Peterborough

File Number Z1804

THIS IS TO CERTIFY that no objections were received to By-law Number 18-048 in the prescribed time limit for objections, therefore the said by-law is hereby approved as of May 22, 2018.

Dated at the City of Peterborough this 27th day of June, 2018.


John Kenney
City Clerk





City of
Peterborough

The Corporation of the City of Peterborough

By-Law Number 18-048

Being a By-law to amend the Zoning By-law to regulate and permit Secondary Suites

The Corporation of the City of Peterborough by the Council thereof hereby enacts as follows:

1. Section 1 of By-Law 97-123 is hereby amended by adding the following thereto:

"Principal Dwelling Unit means a Dwelling Unit identified as a permitted use in a Residential District.

Secondary Suite means a Dwelling Unit, including a Bachelor Dwelling Unit, which is self contained, accessory to, and situated within a Principal Dwelling Unit or within a residential Accessory Building.

Semi-detached Dwelling means a Two Unit Dwelling consisting solely of two Dwelling Units separated by a vertical party wall."

2. Section 4.2.A (i) is hereby deleted in its entirety and replaced with the following:

"4.2.A (i) Notwithstanding the foregoing, nothing in this by-law shall require a house containing an accessory apartment (Second Residential Unit) established pursuant to the Residents' Rights Act, 1994 and in compliance with Ontario Regulation 384/94 (Apartments in Houses) made under the Planning Act, R.S.O. 1990, c.P13, to have more than two (2) parking spaces."

3. Section 6.25 Units -- Prohibited Locations of By-law 97-123 is hereby deleted.

4. Section 6.33 Additional Dwelling Unit of By-law 97-123 is hereby amended as follows:

- a) By renumbering Section 6.33 as 6.33.1;
- b) By changing the heading of the section from "Additional Dwelling Unit" to "Additional Dwelling Unit and Secondary Suite";

- c) By replacing the word "district" with:
"Building used exclusively for residential purposes";

- d) By adding the following after "C.B.D.":
"except for a Principal Dwelling Unit that is a Single Unit Dwelling, Semi-detached Dwelling, or a Row Dwelling,";

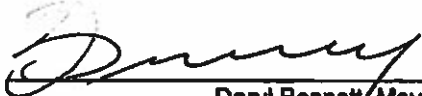
- e) By adding the following thereto:


"6.33.2 In the C.B.D., an Additional Dwelling Unit within a Single Unit Dwelling, Semi-detached Dwelling or Row Dwelling shall be considered a Secondary Suite and shall be subject to the regulations of Section 6.33.3.

- 6.33.3 Notwithstanding anything contained in this By-law, Secondary Suites shall be permitted subject to the following regulations:**
- a) A maximum of one (1) Secondary Suite will be permitted within the following types of Principal Dwelling Units or within a residential Accessory Building associated therewith:
 - i. a Single Unit Dwelling;**
 - ii. a Semi-Detached Dwelling Unit; or,**
 - iii. a Row Dwelling Unit.****
 - b) Secondary suites shall not be permitted within a floodway as defined in the Provincial Policy Statement, 2014, or any successor thereof.**
 - c) A Secondary Suite located in an accessory building shall comply with Section 6.18 (Residential Accessory Buildings).**
 - d) An access route for firefighting shall be provided so that:
 - i. A fire department pumper vehicle can be located so that the length of the access route from a hydrant to the vehicle plus the unobstructed path of travel for the firefighter from the vehicle to the primary entrance to the Secondary Suite shall not exceed 90 metres, and the unobstructed path of travel for the firefighter from the vehicle to the primary entrance to the Secondary Suite shall not exceed 45 metres, or**
 - ii. An alternative is proposed that is acceptable to the Peterborough Fire Services and the City of Peterborough, Building Services Division.****
 - e) A Secondary Suite shall be serviced by public water distribution and wastewater collection facilities. Where municipal water distribution and wastewater collection services are not otherwise required by this By-law for a Principal Dwelling Unit, the use of private services to support a Secondary Suite will be permitted.**
 - f) Minimum floor area for a Secondary Suite: 28 square metres.**
 - g) Maximum floor area for a Secondary Suite: Less than the Floor Area of the Principal Dwelling Unit.**
 - h) Maximum Number of Bedrooms for a Secondary Suite: 2**
 - i) Motor Vehicle Parking for a Secondary Suite shall be provided and maintained as follows:
 - i. The Principal Dwelling Unit shall comply with the regulations of Section 4 (Parking, Loading and Driveways);****

- ii. No additional off-street parking shall be required for a Secondary Suite located in Area 1 as designated on Schedule E(1) to this By-law. One (1) off-street motor vehicle parking space, sized in accordance with Section 4.3.1, shall be required for a Secondary Suite located in Areas 2 and 3 as designated on Schedule E(1) to this By-law;
 - iii. Notwithstanding the provisions of Section 4 to the contrary, tandem parking spaces to facilitate a Secondary Suite shall be permitted.
- j) A Secondary Suite shall not be counted as a Dwelling Unit when interpreting Lot Grade or regulations in this By-law that pertain to the number of Dwelling Units in a Building or on a Lot.
- k) An accessory apartment (Second Residential Unit) that existed on or before November 16, 1995 or was created between November 17, 1995 and May 22, 1996 is considered to be a permitted use and is exempt from regulations a) to h) subject to compliance with Ontario Regulation 384/94 (Apartments in Houses) made under the Planning Act, R.S.O. 1990, c.P13, Ontario Regulation 213/07 (Fire Code) made under the Fire protection and Prevention Act, 1997, and Section 4.2.A(l) of this By-law."

By-law read a first, second and third time this 22nd day of May, 2018.


Daryl Bennett, Mayor


John Kennedy, City Clerk

Secondary Suites Building Submission Requirements

These requirements include, but are not limited to the following:

1) Size in square feet and/or metres of each dwelling unit.

2) Floor Plans - A floor plan is a drawing of the structure as seen as if it is cut horizontally a few feet above the floor line. One floor plan is required for every floor level of the building which is affected by new construction. Each plan shows the layout of the level in question as well as providing the structural framing information for the floor or roof above. When applicable, all plans should clearly indicate what is new/proposed and what is existing.

Floor plans must include the following applicable items:

- Scale
- Layout and use of rooms and spaces (label/names)
- Dimensions
- Extent of new construction, including new work within existing buildings
- Size, type and location of exterior and interior walls and partitions (clear indication of exist walls, modified walls, fire separations, sound transmission requirements)
- Exiting for each dwelling unit in compliance with 9.9.
- Location of all plumbing fixtures, including laundry facilities (required for both dwellings, unless a common laundry is proposed)
- The identity of all building materials and/or reference to a schedule or legend identifying same (a clear indication of fire separations in compliance with O.B.C. 9.10.)
- Reference to detailed drawings
- Material specifications or notes
- Location of smoke alarms and carbon monoxide detectors

3) Building elevations - Elevations show the exterior view of each side of the building. Each elevation is identified by the direction it is facing, and should include:

- Scale
- Extent of new and existing construction
- Dimensions of walls, windows and doors
- Area of exposed building face and percentage (%) of glazed openings and required limiting distance (if new windows are proposed)
- Grade level
- Exterior wall cladding, finishes and flashings
- Stairs, landings, guards and handrails

4) Sections and Details - A section represents a view of the house along an imaginary line at a particular location and illustrates construction details. The extent/orientation of the section should correspond with the sectional arrow shown on the plans. Sections should indicate the following:

- Scale
- Details of footings, foundation walls, floors and roof
- Distance from grade to floor and underside of footing

- Attic and crawl space ventilation
- Stairs, landings, guards and handrails
- Fire separations

Requirements for H.V.A.C. (Heating, Ventilation and Air Conditioning) for both dwelling units must be indicated. O.B.C. 9.32. and 9.33. speak to these requirements. Depending on the extent of the renovations to the building to create the new dwelling unit, an H.V.A.C. design by a qualified designer may be required to be provided.

A copy of the Ontario Building Code (O.B.C.) can be found on the elaws website for reference. Some key sections of the code to reference include, but are not limited to:

9.5. Design of Areas, Spaces and Doorways
9.8. Stairs, Ramps, Handrails and Guards
9.9. Means of Egress
9.10. Fire Protection
9.11. Sound Transmission
9.31. Plumbing Facilities
9.32. Ventilation
9.33. Heating and Air Conditioning
9.34. Electrical Facilities

5) Site plan showing how parking is achieved on the property and all setbacks to lot lines.

Please feel free to use this as a checklist to ensure that all requirements have been met in the plans proposed to be submitted. If there are questions about the specifics of a requirement above, it is recommended that you speak to a professional designer with BCIN, architect or engineer.

Site Plan Requirements

Information Required

When applying for a building permit to construct or demolish structures on your property, you must supply specific information for the application to be deemed complete by the Building Services Division. **If you do not submit all of the information, your application is deemed incomplete and cannot be processed.**

A site plan is a requirement that must accompany building permit applications to show the proposed construction and / or demolition on the property. The plan must be drawn to an appropriate scale. A copy of your location survey plan may be used as a basis to prepare a site sketch, however, only the surveyor may alter the registered copy of the survey for submission with your application. If you are not capable of preparing an accurate site plan, you may hire someone to prepare it for you.

If you require clarification on the zoning requirements (permitted uses, setbacks, etc.) for your property prior to the design phase of your proposed construction, refer to the Building page on the City of Peterborough's website at www.peterborough.ca and select the Zoning By-law. You may also contact the Building Services Division for clarification.

A site sketch should include the following information:

- The municipal address for the property
- The lot dimensions
- Existing and proposed building areas (square metres)
- Setbacks from all lot lines to the proposed structure including stairs and the height of proposed decks
- For detached structures, setbacks from existing and proposed structures
- Location and width of parking spaces
- Driveway location and width
- Fences, retaining walls and/or large landscape features (trees, patios, sharp grade change)
- For attached decks or additions, any existing basement windows covered by the construction
- Overhead hydro lines
- Gas meters, fuel oil fill pipe and/or exhaust and intake ducts
- Existing pool, pond or hot tub
- Extent of right-of-ways or easements
- Street name / location
- North arrow

As the property owner, you are responsible for the accuracy of the information provided to the Building Services Division. If a location survey prepared by an Ontario Land Surveyor is not provided, you may be required to provide one showing the limits of your property, the structures and setbacks to the lot lines.

Please ensure that you have all the required information, application fee and plans to reduce delays in accepting or processing your application.

NO CONSTRUCTION OR DEMOLITION IS TO COMMENCE BEFORE A PERMIT IS ISSUED

Building Services Division
Planning & Development Services Department
City of Peterborough
Phone: 705-742-7777 ext. 1892
Fax: 705-742-1294
Toll Free 1-855-738-3755

31 Main St.
 January 1, 2016
 Proposed Deck, Porch, Addition and Shed

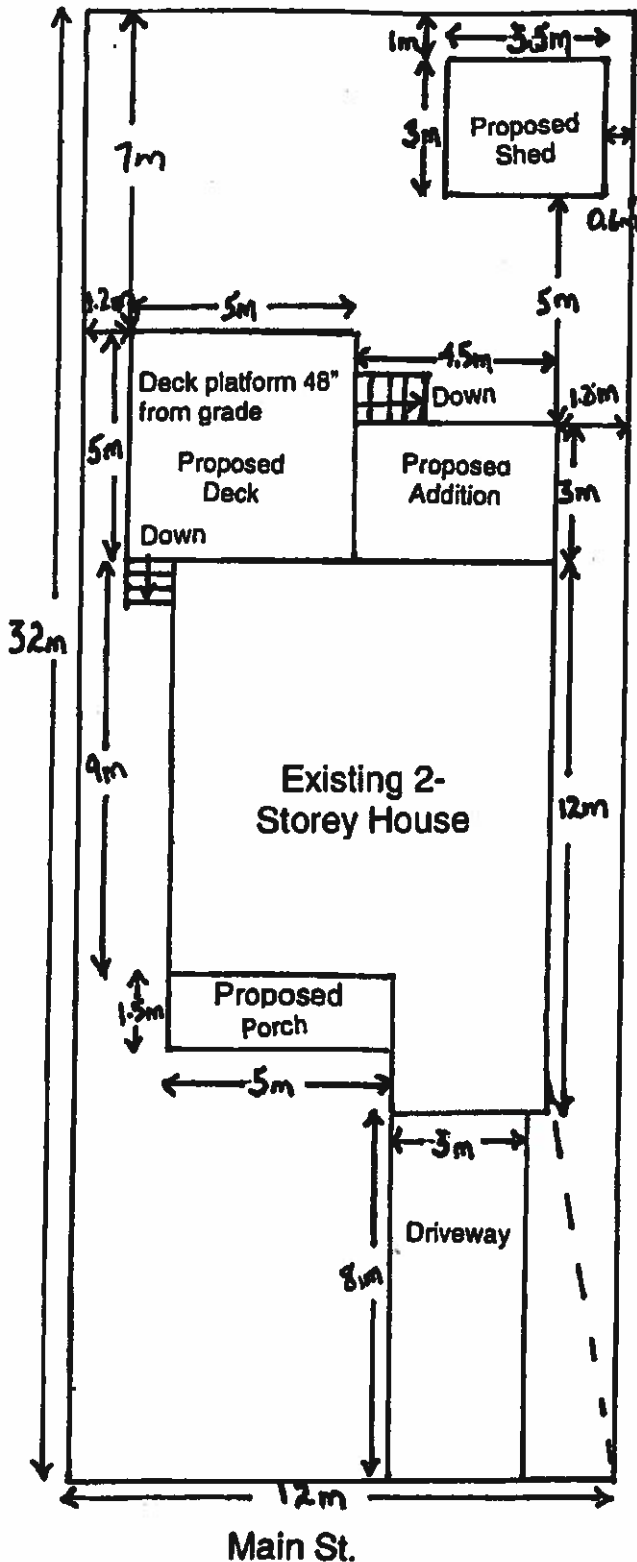
Site Statistics

Zoning: R1
 Site Area: 384 m²
 Driveway Area: 24 m²

Building Area

Existing House Area: 147 m²
 Existing House Footprint: 87 m²
 Ex. Garage: Included above
 Proposed
 Front Addition: 17.5 m²
 Rear Addition: 13.5 m²
 Deck: 25 m²
 Garden Shed: 10.5 m²
 Total Lot Coverage: 153.5 m²

Overhead Hydro - - - -



This is a sample drawing only.
 Measurements are not necessarily indicative of the requirements in the City of Peterborough Zoning By-law 1997-123AA or as prescribed by the Ontario Building Code. Specific requirements for the site sketch will depend on the scope of the project.

A-9.9.10.1.(5) Window Opening Into a Window Well.

Sentence 9.9.10.1.(5) specifies that there must be a minimum clearance of 550 mm in front of designated escape windows to allow persons to escape a basement bedroom in an emergency. This specified minimum clearance is consistent with the minimum required width for means of egress from a floor area (see Article 9.9.5.5.) and the minimum required width for path of travel on exit stairs (see Article 9.9.6.1.). It is considered the smallest acceptable clearance between the escape window and the facing wall of the window well that can accommodate persons trying to escape a bedroom in an emergency given that they are not moving straight through the window but must move outward and up, and must have sufficient space to change body orientation.

Once this clearance is provided, no additional clearance is needed for windows with sliders, casements, or inward-opening awnings. However, for windows with outward-opening awnings, additional clearance is needed to provide the required 550 mm beyond the outer edge of the sash. (See Figure A-9.9.10.1.(5).)

Depending on the likelihood of snow accumulation in the window well, it could be difficult — if not impossible — to escape in an emergency. The window well should be designed to provide sufficient clear space for a person to get out the window and then out the well, taking into account potential snow accumulation.

Hopper windows (bottom-hinged operators) should not be used as escape windows in cases where the occupants would be required to climb over the glass.

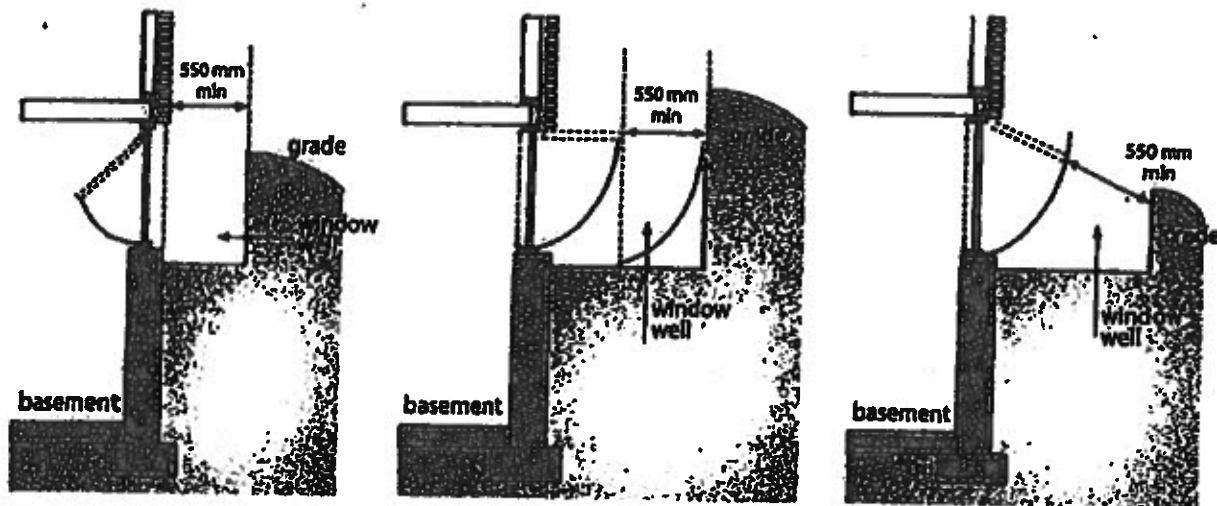


Figure A-9.9.10.1.(5)
Windows Providing a Means of Escape that Open Into a Window Well.

A-9.9.10.1.(1) Bedroom Window Opening Areas and Dimensions.

Although the minimum opening dimensions required for height and width are 380 mm, a window opening that is 380 mm by 380 mm would not comply with the minimum area requirements. (See Figure A-9.9.10.1.(1))

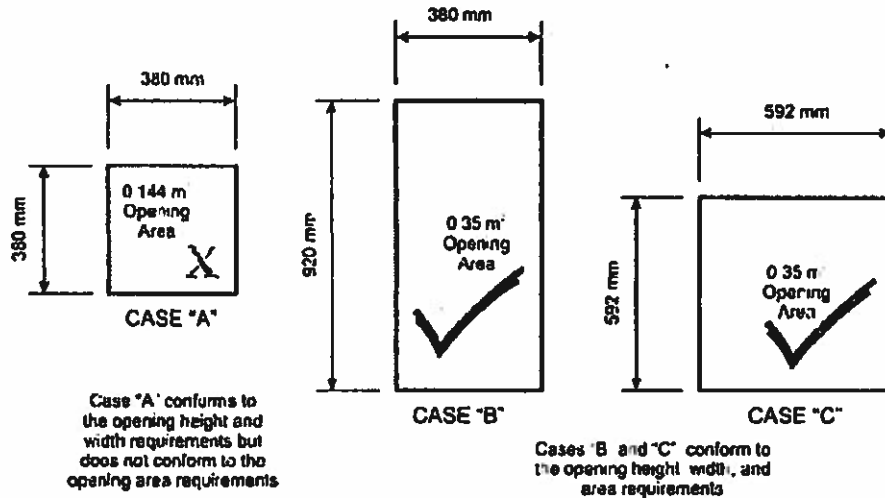


Figure A-9.9.10.1.(1)
Window Opening Areas and Dimensions

A-9.9.10.1.(2) Bedroom Window Height.

Sentence 9.9.10.1.(2) requires every floor level which contains a bedroom to have at least one window or door to the exterior that is large enough and easy enough to open that it can be used as an exit in case of a fire. However, Article 9.9.10.1 does not set a maximum sill height for such a window in a basement area. It is recommended that the sills of windows intended for use as emergency exits from basement bedroom areas be not higher than 1.5 m above the floor. Sometimes it is difficult to avoid having the sill higher than this, e.g., skylights, windows in basement bedrooms. In these cases, it is recommended that access to the window be improved by some means such as built-in furniture installed below the window. (See Figure A-9.9.10.1.(2))

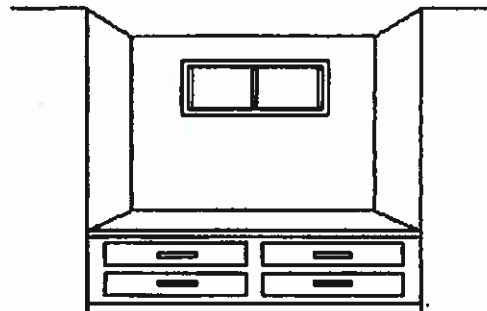


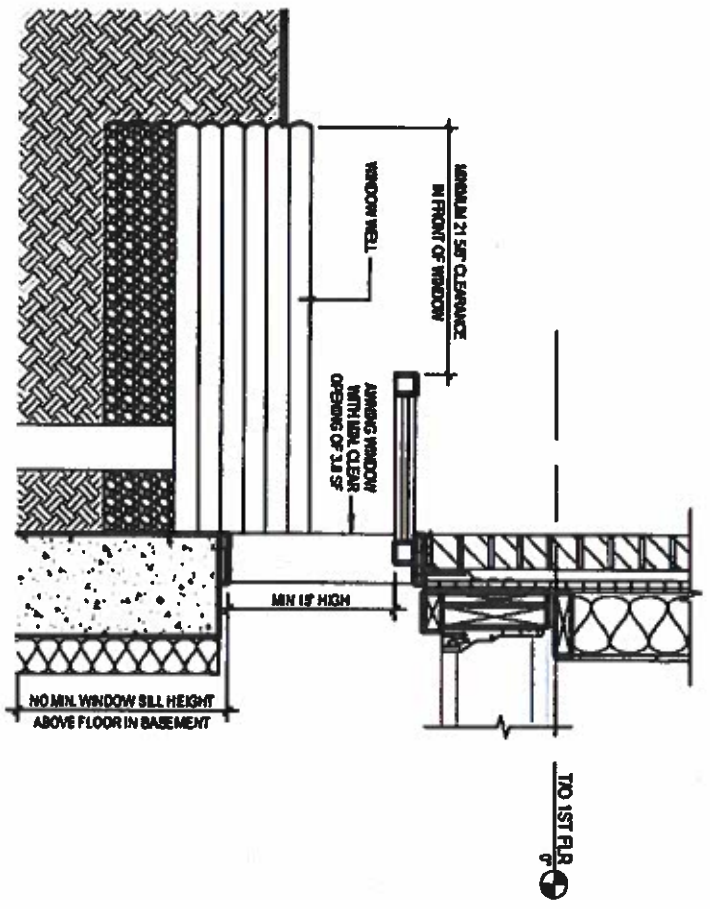
Figure A-9.9.10.1.(2)
Built-in Furniture to Improve Access to a Window

Egress Window Requirements O.B.C. 9.9.10.1 with Supplementary Drawing

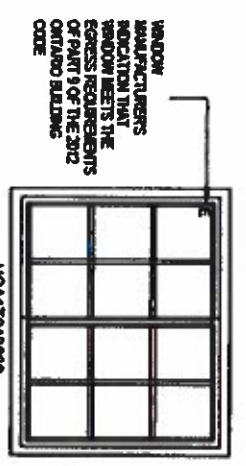
9.9.10.1. Egress Windows or Doors for Bedrooms

- (1) Except where a door on the same floor level as the bedroom provides direct access to the exterior, every floor level containing a bedroom in a Suite shall be provided with at least one outside window that,
 - (a) is operable from the inside without the use of tools,
 - (b) provides an individual, unobstructed open portion having a minimum area of 0.35 m² with no dimension less than 380 mm, and
 - (c) maintains the required opening described in Clause (b) without the need for additional support.
- (2) Except for Basement areas, the window required in Sentence (1) shall have a maximum sill height of 1 000 mm above the floor.
- (3) When sliding windows are used, the minimum dimension described in Sentence (1) shall apply to the operable portion of the window.
- (4) Where the sleeping area within a Live/work unit is on a Mezzanine with no obstructions more than 1 070 mm above the floor, the window required in Sentence (1) may be provided on the main level of the Live/work unit provided the Mezzanine is not more than 25% of the area of the Live/work unit or 20 m², whichever is less, and an unobstructed direct path of travel is provided from the Mezzanine to this window.
- (5) Where a window required in Sentence (1) opens into a window well, a clearance of not less than 550 mm shall be provided in front of the window.
- (6) Where the sash of a window referred to in Sentence (5) swings towards the window well, the operation of the sash shall not reduce the clearance in a manner that would restrict escape in an emergency.
- (7) Where a protective enclosure is installed over the window well referred to in Sentence (5), such enclosure shall be operable from the inside without the use of keys, tools or special knowledge of the opening mechanism.

WINDOW TYPE	ELEVATION VIEW	PLAN OR SECTION VIEW
SINGLE OR DOUBLE SLIDER - FOR SLIDERS WINDOW THE CLEAR OPENING ONLY INCLUDES THE PORTION OF THE WINDOW THAT SLIDES. IT DOES NOT INCLUDE LIFTING A SASH AND REMOVING IT. CASEMENT - THE HINGES ON A CASEMENT WINDOW MUST ALLOW THE SASH TO SWING OUT A MINIMUM 15°. THIS MAY REQUIRE THE WINDOW TO HAVE SPECIAL EGRESS HINGES.		
AWNINGS - CENTRE SUPPORT IF APPLICABLE, CANNOT INTERFERE WITH REQUIRED CLEAR OPENING. - CLEAR OPENING MUST BE MAINTAINED WITHOUT THE NEED FOR ADDITIONAL SUPPORT (SASH MUST BE SELF SUPPORTING IN OPEN POSITION).		
TILT & TURN - MUST BE OPERABLE WITHOUT THE NEED FOR TOOLS OR SPECIALIZED KNOWLEDGE.		



1 EGRESS WINDOW OPENING INTO WINDOW WELL
 0-6 F = 1'4"



2 EGRESS WINDOW SPECIFICATION
 0-6 N.T.S.

NOTE
 THE MINIMUM WIDTH AND HEIGHT OF THE EGRESS WINDOWS CLEAR OPENING AND MINIMUM CLEAR OPENING AREA OF THE EGRESS WINDOWS SHOWN ON THIS SHEET AND STATED ON MANUFACTURERS SPECIFICATIONS MEET THE REQUIREMENTS OF PART 9 OF THE 2012 ONTARIO BUILDING CODE. THERE ARE ALSO EGRESS WINDOW REQUIREMENTS UNDER PART 11 OF THE 2012 ONTARIO BUILDING CODE. UNDER PART 11 SOME EGRESS WINDOWS REQUIRE A MINIMUM WIDTH AND HEIGHT OF THE EGRESS WINDOW CLEAR OPENING IS 18" AND THE MINIMUM CLEAR OPENING AREA IS 4.1 SF.