

Living Suite Development

Living suites are separate, self-contained dwelling units within the same building as a principal dwelling. They must be attached to the principal dwelling, but can be above, below, beside, in front of, or behind the principal dwelling.

Requirements:

- ▶ Living suites may be considered in all urban residential zones regardless of lot size and existing dwelling configuration.
- ▶ The maximum gross floor area for a living suite is 100 m².
- ▶ A Development Permit is required: applicants must submit a site plan showing parking and new addresses, along with completed information from our online permitting portal at https://app02.cityworksonline.ca/CLIENT_WhitehorseYT-PublicAccess/login
- ▶ A Building Permit is required to ensure construction is to the standards of the Building and Plumbing Bylaw and the National Building Code 2020. Applications are to be made online at https://app02.cityworksonline.ca/CLIENT_WhitehorseYT-PublicAccess/login
- ▶ There may be additional requirements if changes to the lot grading or building envelope are proposed.

Site Restrictions:

- ▶ There is a maximum of four dwellings permissible on all urban single residential lots.
- ▶ Living suites may be located anywhere within the structure of the single detached house.
- ▶ The parking requirement is calculated at one parking space per two living suites, this means that you are unlikely to require an additional parking spot unless building two living suites on a lot.
- ▶ Parking spots must have a minimum length of 4.9 m, a minimum width of 2.75 m, and a minimum area of 16.5 m²
- ▶ Parking spaces must be set back at least 1.0 m from the front property line.
- ▶ Additional, restrictions and regulations are to be found in the Zoning Bylaw, the Building and Plumbing Bylaw, and the National Building Code of Canada 2020.

Regulations:

- ▶ A Living Suite must be located on the same lot as the principal structure (i.e., cannot be subdivided).
- ▶ A Living Suite must have unobstructed pedestrian access to a street frontage.

Costs:

- ▶ \$175 Development Permit fee.
- ▶ Building Permit (\$150 flat fee + 4.50 per m²).
- ▶ Development Cost Charge of \$2,185 in urban areas or \$1,040 for country residential. This fee may be waived through the incentive program.
- ▶ Increased property taxes resulting from higher value on your property assessment as assessed by YG.
- ▶ Additional sewer/water and waste collection fees; one fee per dwelling.
- ▶ Registering a new mailbox with Canada Post and/or installing a new electrical meter with ATCO.

Incentives

- ▶ You may apply for a City incentives to waive the Development Cost Charge.
- ▶ You may also qualify for the Yukon Housing Municipal Matching Grant of up to \$10,000.

Inspection Guidelines for Living Suites

A building permit is required for a Living Suite. The following is a *general* list required for occupancy. Please contact the Land and Building Services office to discuss particulars and specifics of your project. An inspection of the premises will be carried out to ensure that the minimum Health, Fire and Life Safety items are met:

1. **Entrance** - A separate entrance for the suite is preferred.
2. **Fire ratings** - A fire separation, a continuous smoke-tight barrier of 12.7 mm (1/2") gypsum board installed on ceilings and both sides of walls, is required between dwelling units & common areas. A 45 min Fire Resistance Rating is not required if the living suite is less than 80 m² (860 ft²) in area.
3. **Sound Proofing** – Separations shall have a minimum of 150 mm (6") of sound absorbing material (insulation) in joists space and 89 mm (3.5") of sound absorbing material in stud spaces with resilient channel on one side or a Sound Transmission Class (STC) rating of 43.
4. **Bedroom Egress** - Bedroom windows require an unobstructed opening area of 3.8 ft². (abt. 15"x36", 24"x24"). Windows are not required if bedroom has an exterior door, or if the building is sprinklered.
5. **Ventilation** - A Heat Recovery Ventilator (HRV) is required to serve as the principal ventilation fan and can act as the kitchen/bathroom exhaust as well.
6. **Smoke and carbon monoxide alarms** - Hardwired interconnected smoke alarms to be located within each bedroom and in a location between the bedroom(s) and the remainder of the storey. CO alarms shall be installed in or within 5m of bedroom(s) when a fuel burning appliance is located in the building. All suite alarms to be interconnected with alarms in common areas and each storey of house.
7. **Heating systems** - The living suite shall have independent controls for its heating system. Air from one dwelling unit shall not be circulated to any other dwelling unit in the building.
8. **Stairs, handrails, & guards** - Stairs, handrails and guards to conform to the current National Building Code requirements (Max riser 7 7/8", min tread depth 9 1/4", min stair width 34").
9. **Adequate supply of hot water** - One hot water tank shall be provided for each dwelling unit unless it can be shown there is a sufficient supply.
10. **Doors** separating the living suite, house and common areas shall be a minimum of 45mm solid core wood construction with a deadbolt and a self-closing mechanism.
11. **Ceiling height** - A living suite shall have a minimum clear height of 1.95 m (77"). Clear height under beams and ducting may be reduced to 1.85 m (73").

Please do not hesitate to contact a Building/Plumbing Official at 668-8340 for further information.

Helpful Links

- ▶ Whitehorse zoning bylaw: <https://www.whitehorse.ca/wp-content/uploads/2022/06/2012-20-Zoning-Bylaw-2012-20.pdf>
- ▶ National Building Code of Canada 2020: <https://doi.org/10.4224/w324-hv93>
- ▶ Canada Post Community Mailboxes: <https://www.canadapost-postescanada.ca/cpc/en/personal/mailboxes-and-lockers/community-mailboxes.page>
- ▶ ATCO Service Connections & Changes: <https://www.atcoelectricityukon.com/en-ca/our-services/new-connections-changes.html>

Still have questions?

www.whitehorse.ca/development

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