

Heating and ventilation: A secondary suite requires a dedicated heating system with controls, separate from the system serving the primary dwelling unit in the house. Shared ductwork is not allowed. An independent heat recovery ventilator (HRV) system is required in a newly created secondary suite.

Electrical: A secondary suite requires an accessible dedicated electrical panel, separate from the panel serving the primary dwelling unit in the house so the occupants have access to all over current devices (breakers) that control the electrical distribution in the suite.

Note: For information on detached secondary suites, please refer to the Detached Secondary Suites brochure.

Financial Assistance:

The Province of Manitoba supports secondary suites through the Municipal Planning Guidelines for Secondary Suites: www.gov.mb.ca/ia/plups/pdf/mpgss.pdf.

The Province of Manitoba offers a financial incentive program for the construction of new secondary suites. For information, call 204-945-5566 or 1-866-689-5566.



Please call the Plan Examination Branch
Phone: 204-986-5300

Planning, Property & Development Department
83 - 30 Fort Street Winnipeg, Manitoba R3C 4X7

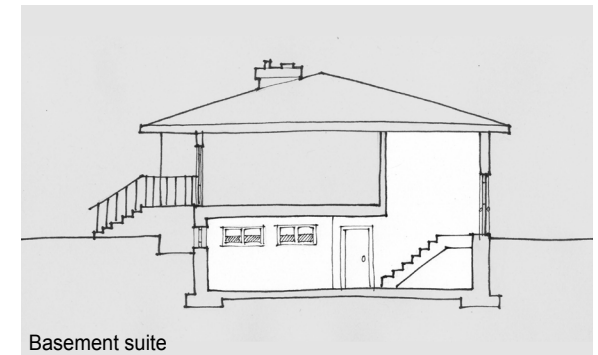
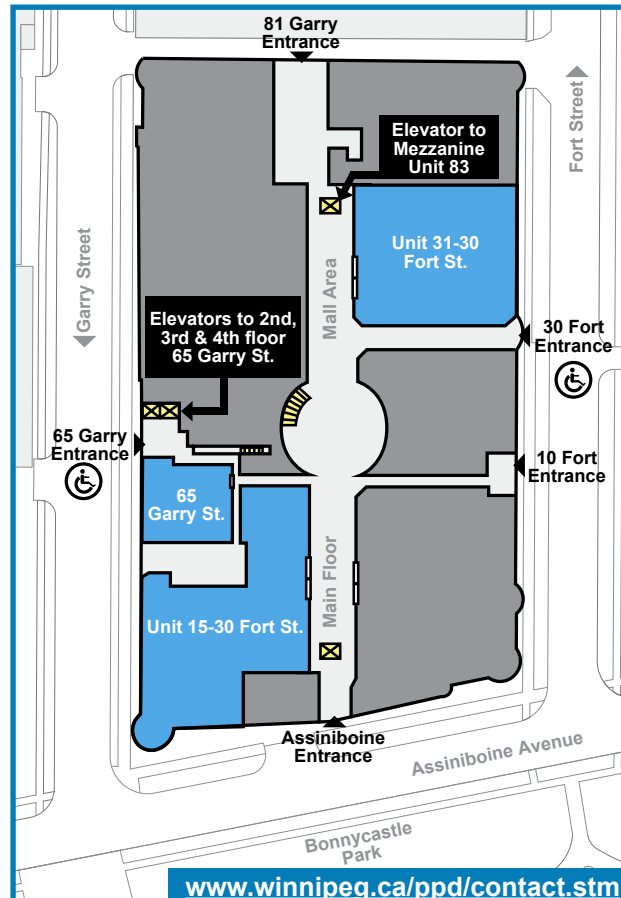
www.winnipeg.ca/ppd



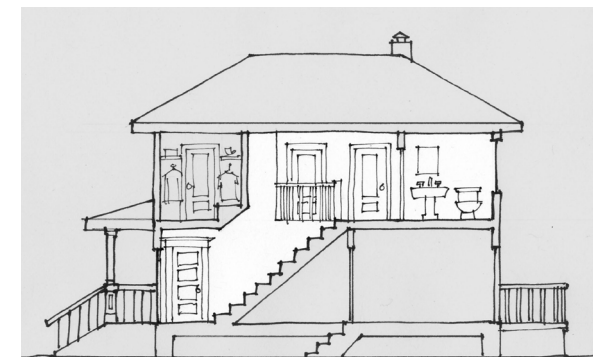
Planning, Property
and Development
Department

ATTACHED SECONDARY SUITES

Zoning and Construction Requirements



Basement suite



Second floor suite

Every effort has been made to ensure the accuracy of information in this brochure. In the event of a discrepancy between this booklet and the governing City of Winnipeg By-law, the By-law will take precedence.

June 2017

www.winnipeg.ca/ppd/contact.stm

An attached secondary suite (also known as a basement suite or granny suite) is a self-contained living space added to, or created within, a single-family residence. It provides basic requirements for living, sleeping, cooking, and sanitation. It is considered an independent dwelling unit that has a separate entrance. Only one secondary suite is permitted on any single-family property.

An attached secondary suite can be occupied by your children or parent(s), or it can be used as a rental unit. It must be located within a single-family dwelling and is not permitted in a duplex or any other multi-family structure.

Approval Process – Zoning

A Conditional Use approval and/or a variance application are required if the following criteria are not met:

- Floor area* of the suite must be no larger than 33 percent of the combined floor area of the principal dwelling and the secondary suite, or 74 m² (800 ft²) whichever is less.
- Floor area of the secondary suite cannot be less than 32.5 m² (350 ft²).
- Only one entrance to the building may be located on the facade that faces the street unless the dwelling contained an additional street-facing entrance prior to the creation of the secondary suite.
- Secondary suites cannot be used as home-based businesses, care homes or neighbourhood rehabilitation facilities.
- Properties with secondary suites must provide a minimum of two off-street parking spaces.
- Attached secondary suites may be permitted in all zoning districts that allow single family dwellings. Specifically, zoning districts A, RR5, RR2, R1, R2, RMF, RMU and C1.

* Based on the requirements of the City of Winnipeg Zoning By-law 200/2006 which is more restrictive than the Manitoba Building Code. If you are proposing a suite larger than zoning allows, you will need to apply for a conditional use application and provide sound rationale for the increased size.

To determine your zoning district, call the Zoning and Permits Branch at 204-986-5140 or go to <https://cms00asa1.winnipeg.ca>

Approval Process – Building Permit

A building permit application is required to develop a secondary suite within a principal dwelling.

Your application for a building permit and related trades permits needs to include two copies of:

- a site plan or Surveyor's Certificate of your property if the secondary suite will be located in an addition to the principal dwelling;
- detailed and dimensioned floor plans showing all door and window sizes and locations;
- sectional drawings and other construction drawings for all levels on the principal dwelling and the secondary suite, detailing how the sound and fire protection code requirements are being met;
- engineered (signed and sealed) drawings and details if structural work is part of the construction.

Homeowners are strongly encouraged to hire a design professional to help you design a suite that fits your space, is compatible with your neighbourhood, and satisfies applicable zoning and building code requirements.

Building Code Regulations

Exits: A dwelling unit with a secondary suite must have at least one exit which leads directly outside. Both the primary and secondary units can share a common entrance/exit area provided that area is separated from the units by a 'smoke-tight barrier' with 'sound control' (see below).

Smoke-tight barrier: Separations from unit to unit are required to be a 'smoke-tight barrier'. Common walls are required to have a minimum ½" drywall board on either side, taped and sanded and sealed at junctions and penetrations. Floors must have a minimum ½" drywall board on the bottom finish, taped and sanded and a floor covering on top. Doors in 'smoke-tight barriers' must be a minimum 1¾" thick solid core wood door with an approved self-closing device.

Sound control: The Sound Transmission Classification (STC) between units is required to be rated at a minimum of 43. Common walls and ceilings are required to have min. ½" drywall, resilient sound channels and batt insulation. Alternatively, any wall/ceiling assembly that meets STC 43 (as prescribed by the code) is also acceptable.

Window egress: Where the suite does not contain a sprinkler, each bedroom requires at least one window that meets code requirements as a second means of exiting the bedroom.

Ceiling height: A minimum 1.95 m (6'-5") floor-to-ceiling height is required.

Smoke and carbon monoxide alarms: New smoke alarms are to be installed and interconnected in the primary and secondary units as per code, and in ancillary/common spaces not within the dwelling units.