

## Permits

### What permits are required?

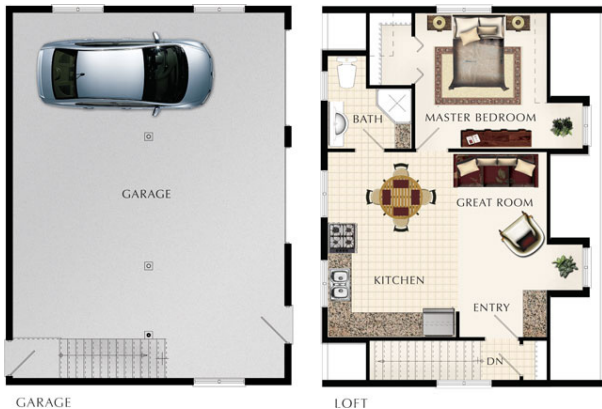
Both a Development Permit and a Building Permit are required for all new and existing Secondary Suites and Garage Suites. Before homeowners decide to develop a Secondary Suite or a Garage Suite, they should discuss all requirements with the Planning and Development Department.

All Secondary Suites and Garage Suites shall meet the Town of Sylvan Lake Land Use Bylaw requirements.

### Building and Fire Code

Province wide standards for the construction of Secondary Suites are now included in the Alberta Building Code. The Alberta Building Code applies to all new Secondary Suites as of December 31, 2006. The standards set out specifications for ceiling heights, windows, fire protection, interconnected smoke alarms, dedicated heating and ventilation systems, and separate exists. The Alberta Fire Code applies to all existing Secondary Suites to ensure an acceptable level of safety.

New Garage Suites must conform to the Alberta Building Code including an engineered foundation for habitable occupancy. Existing Garage Suites must also conform to the Alberta Fire Code.



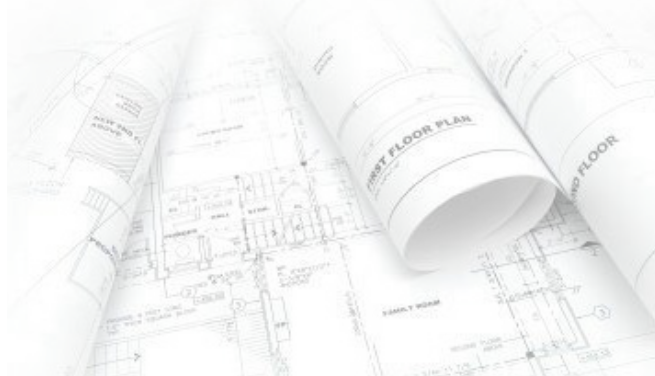
For Development and Building Permit Information contact:

The Town of Sylvan Lake  
Planning and Development Department  
4926-50th Avenue  
Fax: (403) 887-3660  
Phone: (403) 887-2141 and ask to speak to Planning and Development

For Building and Fire Code Information contact:

Superior Safety Codes Inc.  
#3, 6264-67A Street  
Red Deer, AB T4P 3E8  
Phone: (403) 358-5545  
Fax: (403) 358-5085

For more information on the regulations and general information on Secondary Suites and Garage Suites, visit our website at [www.sylvanlake.ca](http://www.sylvanlake.ca)



# What you need to know about Secondary Suites and Garage Suites

before you develop

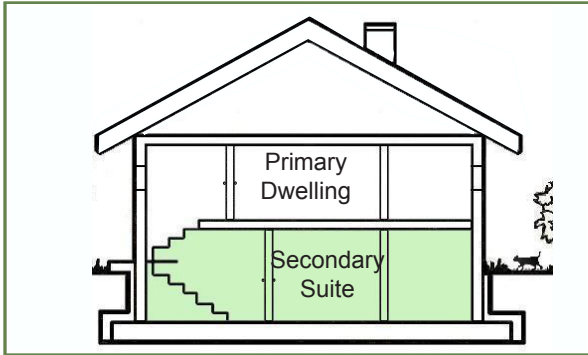


A Town for all Seasons  
*Sylvan Lake*

## Secondary Suites

### What is a Secondary Suite?

A Secondary Suite is a separate dwelling unit located within a detached house that has separate sleeping, cooking, and bathroom facilities. A Secondary Suite must have an entrance separate from the primary dwelling; either from a common indoor landing or directly from the side or rear of the building. The floor area of a Secondary Suite shall not exceed the floor area of the principal dwelling and shall contain a maximum of two bedrooms.

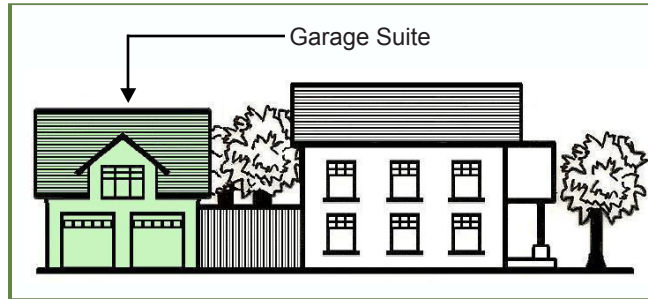


### Secondary Suite Requirements

Maximum number of bedrooms:	2
Parking Requirements:	one off-street parking stall per Secondary Suite in addition to dwelling parking requirements

A site containing a Secondary Suite shall not be permitted to have a Garage Suite on the same lot.

## Garage Suites



### What is a Garage Suite?

A Garage Suite is a dwelling unit located above a detached garage and is accessory to a single detached house. A Garage Suite may only be located on parcels that can be accessed by a rear lane and they must have an entrance separate from the entrance to the detached garage.

### Garage Suite Requirements not in the WDC

Minimum parcel size:	428m <sup>2</sup> (4607ft <sup>2</sup> )
Maximum parcel coverage of a garage with a suite:	12.5%
Maximum floor area for a Garage Suite:	50m <sup>2</sup> (538ft <sup>2</sup> )
Minimum floor area for a Garage Suite:	32.5m <sup>2</sup> (349.84ft <sup>2</sup> )
Parking Requirements:	one off-street parking stall per Garage Suite in addition to dwelling parking requirements
Maximum height:	7.5m (24.6ft) and shall not exceed the height of the principal building

All Garage Suites located in the Waterfront Direct Control District (WDC) shall meet the requirements of the Pattern Book.

### How do I know if my home qualifies for a Secondary Suite or a Garage Suite?

**Secondary Suites** are permitted uses in R2 districts. They are discretionary in R1, R1A and R5 districts as well as the Waterfront Direct Control District.

**Garage Suites** are all discretionary uses and may be allowed in R1, R1A, R2, and R5 districts as well as the Waterfront Direct Control District.

### Can I ....

#### ...Have a Secondary Suite and a Garage Suite?

No. Any site containing a Secondary Suite shall not be permitted to have a Garage Suite on the same lot.

#### ...Use my Secondary Suite or Garage Suite as a tourist home?

No. Neither a Secondary Suite nor a Garage Suite shall be used as a tourist home.

#### ...Have a Home Occupation if I have a Secondary Suite or Garage Suite on my lot?

Yes. Anyone with a Secondary Suite or Garage Suite may also have a Class A or Class B Home Occupation, with an approved development permit, on the same lot.

