

Bulletin: Secondary Suite

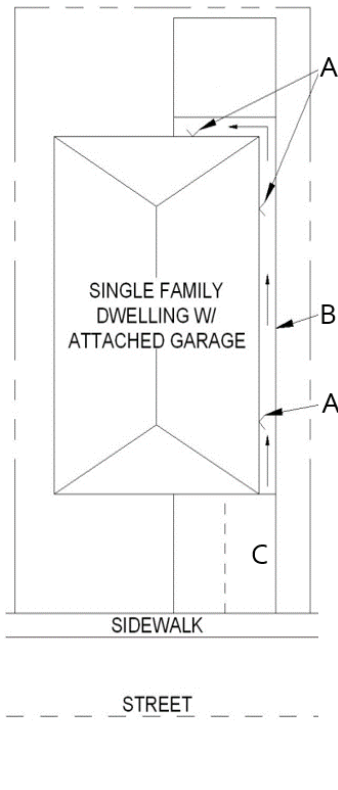
Within New Dwellings

Bulletin # 19-02

Updated: August 7, 2024

Created: Sept. 10, 2012

This bulletin is for informational purposes only and can change at any time.



- A. Lights for Pathway
- B. Pathway to Suite
- C. Designated Suite Parking

Building & Permitting

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Requirements

1. A *Secondary Suite* means a self-contained unit that has been issued an Occupancy Permit, located within a dwelling (secondary suites cannot be located in apartment, boarding or lodging house). A secondary suite is **subordinate** to a principal dwelling unit. (see current City of Kelowna Zoning Bylaw for additional information).
2. Has a maximum dedicated total floor area of 90m² (968 ft²)
3. Has been placed with a building permit issued for the creation of a secondary suite.
4. A \$300 sewer development fee may apply (where the primary dwelling is connected to City Sewer) and will be collected with building permit fees.
5. It is the owner's responsibility to contact their local water district and Fortis BC prior to construction to determine if any additional utility costs may be applicable.
6. Secondary suite off street parking is required and shall conform to Bylaw 12375; Designated as being solely for the use of the secondary suite and be a minimum of one dedicated parking stall.
7. A lit pathway with hard surfaced material is required from the on-site secondary suite parking stall to the suite entrance with a minimum width of 860mm (34.4")
8. No secondary suite will be allowed without connection to municipal sewer with lot area less than 830m². Where lot size permits, it is the owners' responsibility to obtain confirmation from a Registered Onsite Wastewater Practitioner that the existing sewage disposal system can accommodate the suite.
9. The suite address is to be prominently displayed at the front of the premises clearly identifying where the access to the suite occurs.
10. Smoke alarms shall be hard wired for power and must be interconnected for all dwelling and common spaces.
11. Carbon monoxide (CO) alarms conforming to CAN/CSA-6.19 are to be installed if the building contains a fuel-burning appliance or an attached garage. The CO alarms shall be hard wired for power and must be interconnected through hard-wire or wireless in each unit.
12. The minimum ceiling height shall be 2.1m (6'-9") for the required area of a given room type.
13. Every bedroom shall have at least one outside window or exterior door openable from the inside. The window shall provide an unobstructed opening of not less than 0.35m² (3.75ft²) in area with no dimension less than 380mm (15") - *unless a sprinkler system is installed.*
14. Fire separations for exits shall conform to BCBC 2018 Article 9.9.4.2
15. The heating system must be separately controlled within the secondary suite.
16. As per 2024 BCBC a minimum of one room in suite is required to have a permanent controlled means of cooling.

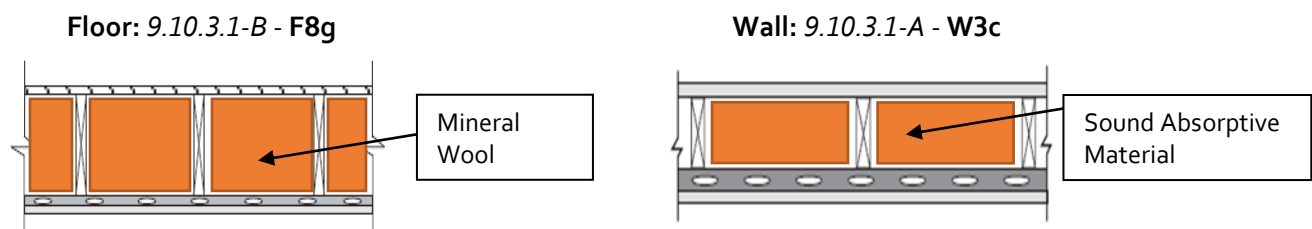
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Within New Construction Single-Family Dwellings

17. The heating and ventilation systems must be completely separated from the main dwelling or fire dampers are required at all fire separations.
18. Ventilation requirements are as per current edition of BCBC.
19. In a strata property it is the owner's responsibility to ensure the strata Bylaws and regulations are met. A letter of approval from the Strata will be required prior to issuance of a building permit.

New Construction Recommended Suite Separation Assemblies

Fire Resistance Rating	Type of Smoke Alarm & Interconnections	Demising Wall & Ceiling Assemblies STC 43 or Prescriptive
30 min	An additional photoelectric smoke alarm required in each unit & be interconnected	<u>Floors/Ceilings & Walls (9.10.3.1 & 9.11.1.1):</u> <ul style="list-style-type: none"> · Joists/Studs filled with sound absorbing material · Resilient metal channel spaced at 400 or 600mm o.c on one side of the separation. · 12.7mm (½") gypsum board on ceiling and both sides of walls
45 min	NO additional smoke alarm required and NOT required to be interconnected to the main dwelling unit; but must be interconnected within the suites	<u>Floors/Ceilings (9.10.3.1-B - Assembly F8g):</u> <ul style="list-style-type: none"> · Mineral wool in joist cavity · Resilient metal channel spaced at 400mm o.c · 1-Layer 12.7mm (½") Type-X gypsum board <u>Walls (9.10.3.1-A - Assembly W3c):</u> <ul style="list-style-type: none"> · 89mm thick absorptive material in stud cavity · Resilient metal channels on one side spaced 400mm or 600mm o.c · 1-Layer 12.7mm (½") Type-X gypsum board on both sides



**This bulletin is a summary of requirements for convenience only, please refer to current edition of BC Building Code for complete information.*