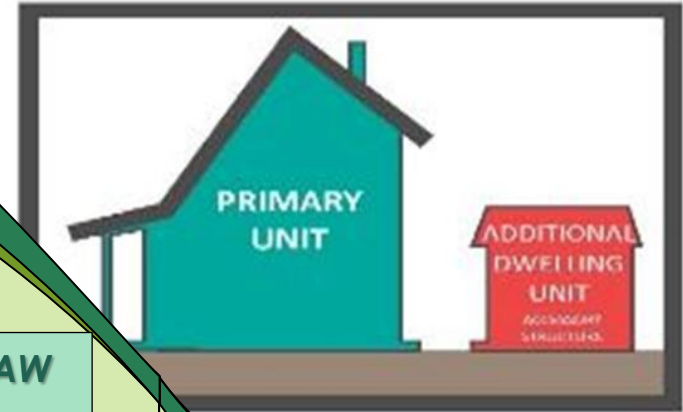
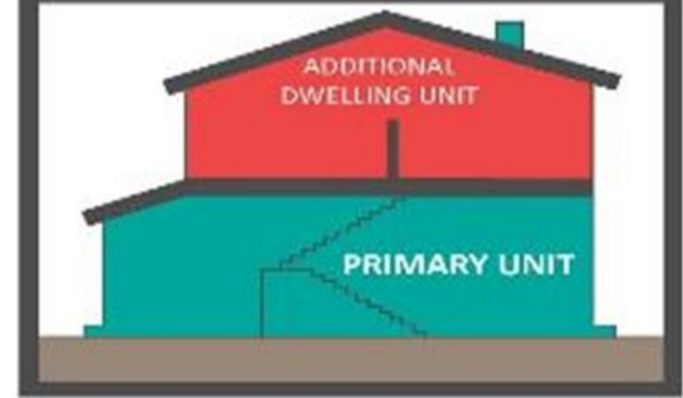
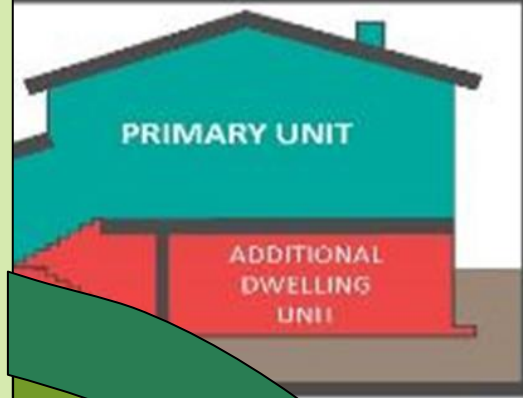


# What is a Secondary Dwelling?

A secondary dwelling is a self-contained residential unit that has kitchen and bathroom facilities, that is located on the same property as the primary dwelling. It can be lived in by yourself or rented out, but cannot be severed from the lot of the principal dwelling or sold. They are commonly known as in-law flats, secondary suites, coach houses, and accessory or basement apartments.

Secondary dwellings are a great option if you are considering adding an additional source of income, and you can provide your family or community with an affordable housing opportunity in the process.



**CHECK THE ZONING BY-LAW  
OF YOUR TOWNSHIP FOR  
ENTRANCE, PARKING,  
SETBACK AND OTHER  
REQUIREMENTS.**

## Contact Us

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Pembroke, ON K8A 6W5  
613-735-7288

### Visit us on the Web:

<https://www.countyofrenfrew.on.ca/en/business-and-development/planning-and-land-use.aspx>

# Secondary Dwellings

In the County of Renfrew



## Steps to Occupancy

- CONFIRM that your project conforms to the Zoning By-law. Potential need to obtain approval (Zoning By-law amendment or Minor Variance).
- Prepare and submit a BUILDING PERMIT to the Township.
- DEMONSTRATE compliance with both Zoning By-law and Building Code.
- ISSUE building permit. Complete work and proper inspections.
- Obtain an OCCUPANCY PERMIT from Building Department.

## Who can have a secondary dwelling?

For properties on full municipal services:

- A secondary dwelling can be permitted. Check your local Zoning By-law for minimum standards for secondary dwelling units (look for things like dwelling unit area, minimum lot area, parking and servicing, etc.).

For properties on private services:

- If your lot is greater than 2 Ha (4.94 acres), secondary dwellings are permitted and do NOT have to share the same water and septic systems.
- If your lot is greater than 0.8 Ha (2 acres), but less than 2 Ha, the secondary dwelling is permitted but must share the same water and septic services as the main dwelling.
- If your lot is greater than 0.4 Ha (1 acre) but less than 0.8 Ha (2 acres), a secondary dwelling unit may be considered on a case-by-case basis. A Minor Variance application to your local municipality is required, supported with a hydrological evaluation that the site is suitable for the proposed secondary dwelling. Contact your local municipality for details.

## Basic Zoning Criteria

- ~ Single-detached, semi-detached or freehold street townhouse.
- ~ No other accessory living structures are on the property already.
- ~ Your property is not within a floodplain or Natural Heritage Feature Zone, or hazard lands (i.e., highly erosive areas, areas with slope stability issues).
- ~ Your lot has adequate servicing to accommodate a secondary dwelling unit.

## Restrictions on Secondary Dwellings:

- ✧ Mobile homes and Recreational Vehicles are not considered secondary dwellings.
- ✧ A secondary dwelling is not permitted on an 'at capacity lake' or a 'near capacity lake'.
- ✧ To have a secondary dwelling on a waterfront property, studies must be provided to determine there will be no negative impact on the water body or potable drinking water, and septic effluent levels.
- ✧ A secondary dwelling may NOT be severed from the lot with the primary dwelling.