Steps to
Creating a Second Suite

Start!

RESEARCH
Are you ready to be a landlord?

Are Second Suites permitted in your community?

Check ZONING bylaws

Prepare your plans

Application for a Building Permit

Building Permit issued

Address any compliance issues

Start work on your Second Suite!

Building inspections at key stages of construction

Fire Services inspection

Schedule ESA inspection

Contact your insurance broker. Upgrade your policy

Occupancy Permit Sign off by Fire Services and Buildings

Licensing or Registration Application and fee if applicable

Finish! Your Second Suite is ready to rent!

Second Suites
Unlocking safe, affordable housing for homeowners, tenants & the community

www.secondsuites.info