

PURPOSE

To guide your application for a short-term rental business licence.

What is a short-term rental?

A short-term rental (STR) is the rental of any dwelling unit or bedroom for 28 days or less. There are two categories of short-term rental uses: Short-term Commercial Accommodation (STCA) Guest Unit and STCA Principal Residence.

Regulation Summary

This table provides a summary of requirements for the two categories of short-term rental uses contained in the District's *Zoning Bylaw* and *Business Licencing and Regulation Bylaw*.

REQUIREMENT	SHORT-TERM COMMERCIAL ACCOMMODATION	
	GUEST UNIT	PRINCIPAL RESIDENCE
Occupancy status	Occupied as a principal residence	Occupied as a principal residence
Max room rentals	1 less the total number of bedrooms not exceeding 4 bedrooms	Max of 5 bedrooms (properties subject to ALC regulations are restricted to 4 bedrooms)
Onsite residency during lodging period	Principal resident must be onsite	Principal resident may or may not be onsite (conditions apply)
Business Licence required	Yes	Yes
Display 24 contact number	No	Yes
Display Business Licence	Yes	Yes
Rezoning required for use	No	No
Max number of guests	6	10
Parking	1 space per room rented to a max of 4 spaces	1 space per room rented to a max of 4 spaces
Minimum lot size	No	No
Designated responsible person	N/A principal resident onsite during rental	Yes

**Responsible Person means a person designated as the primary contact who is available 24 hours a day to respond to guest or any nuisance complaint within 2 hours of notification.*

Zones permitting short-term rentals

Guest Unit and Principal Residence short term rental uses are permitted in the zones listed below.

- Agricultural (A)
- Small Lot Agricultural (A1)
- Rural Residential 1 (RR1)
- Rural Residential 2 (RR2)
- Rural Residential 3 (RR3)
- Lake Area Residential (RL)
- Resource Management (MR)
- Comprehensive Development 2 (CD2)

Agricultural Land Commission regulations

Where a short-term rental is proposed within the Agricultural Land Reserve, the rental must comply with the *Agricultural Land Commission Act*, and all regulations and orders of the Commission.

See [ALC Information bulletin 06 – Accommodations for Tourist in the ALR](#)

Related: [Gathering for an Event in the ALR](#)

Why regulate?

Regulations are in place, and business licences are required, to help minimize the impacts on the housing market, neighbourhoods, and the accommodation industry.

Housing Market	<ul style="list-style-type: none"> • Protect long-term rental housing supply
Neighbourhoods	<ul style="list-style-type: none"> • Preserve character of neighbourhood and neighbour relationships
Accommodation Industry	<ul style="list-style-type: none"> • Ensure equity among all short-term accommodations providers

Submitting a Business Licence Application

The following are required at the time of application:

- Short-term rental business licence application form
- Application fee
- Proof of principal residence, if applicable
- Proof of ownership or Owners Consent Form
- Site plan including parking plan (see sample plan in this guide)
- Floor plans (see sample plan in this guide)

Business Licence Application Fee

Fees are due at the time the application is filed, then annually as per business licencing requirements.

Guest Unit
\$125

Principal Residence
\$500

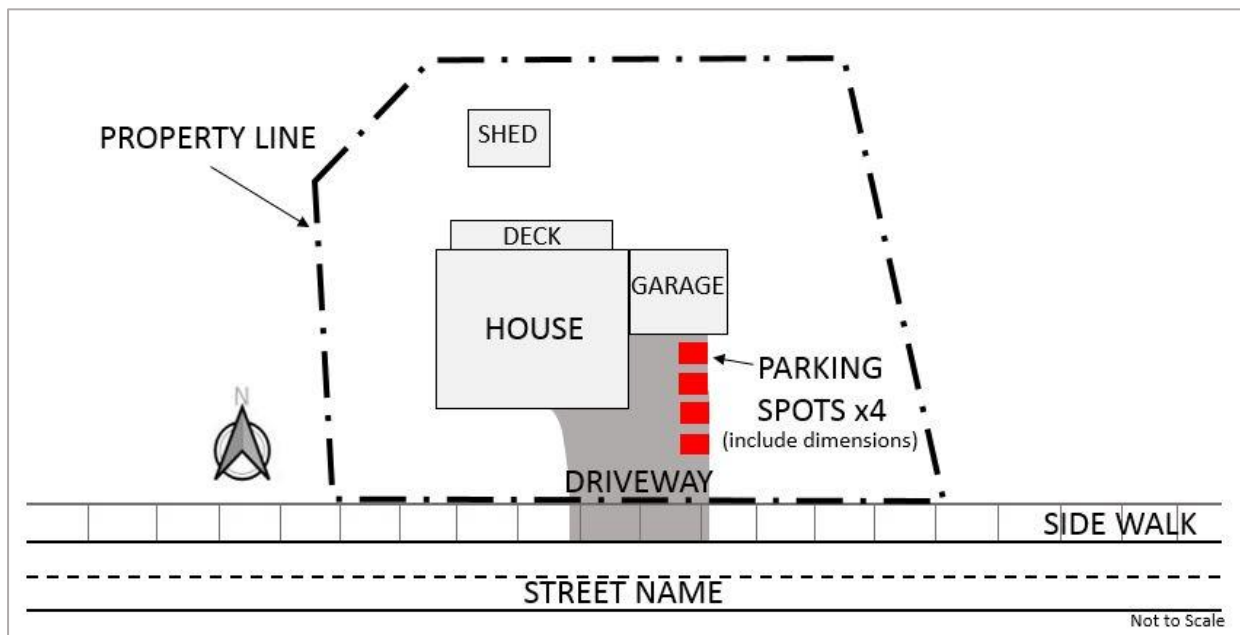
Site Plan Checklist

- Parking areas (dimensioned) including driveways
- All existing buildings and structures
- Property lines
- North arrow
- Road frontage
- Property address

Parking Regulations (Zoning Bylaw Part 7.17)

- One (1) space per guest unit to a maximum of 4 spaces
- Parking space minimum dimensions:
 - Length = 5.8 metres
 - Width = 2.7 metres
 - Height = 2.1 metres

SHORT TERM RENTAL SITE PLAN – 2222 Sample Drive

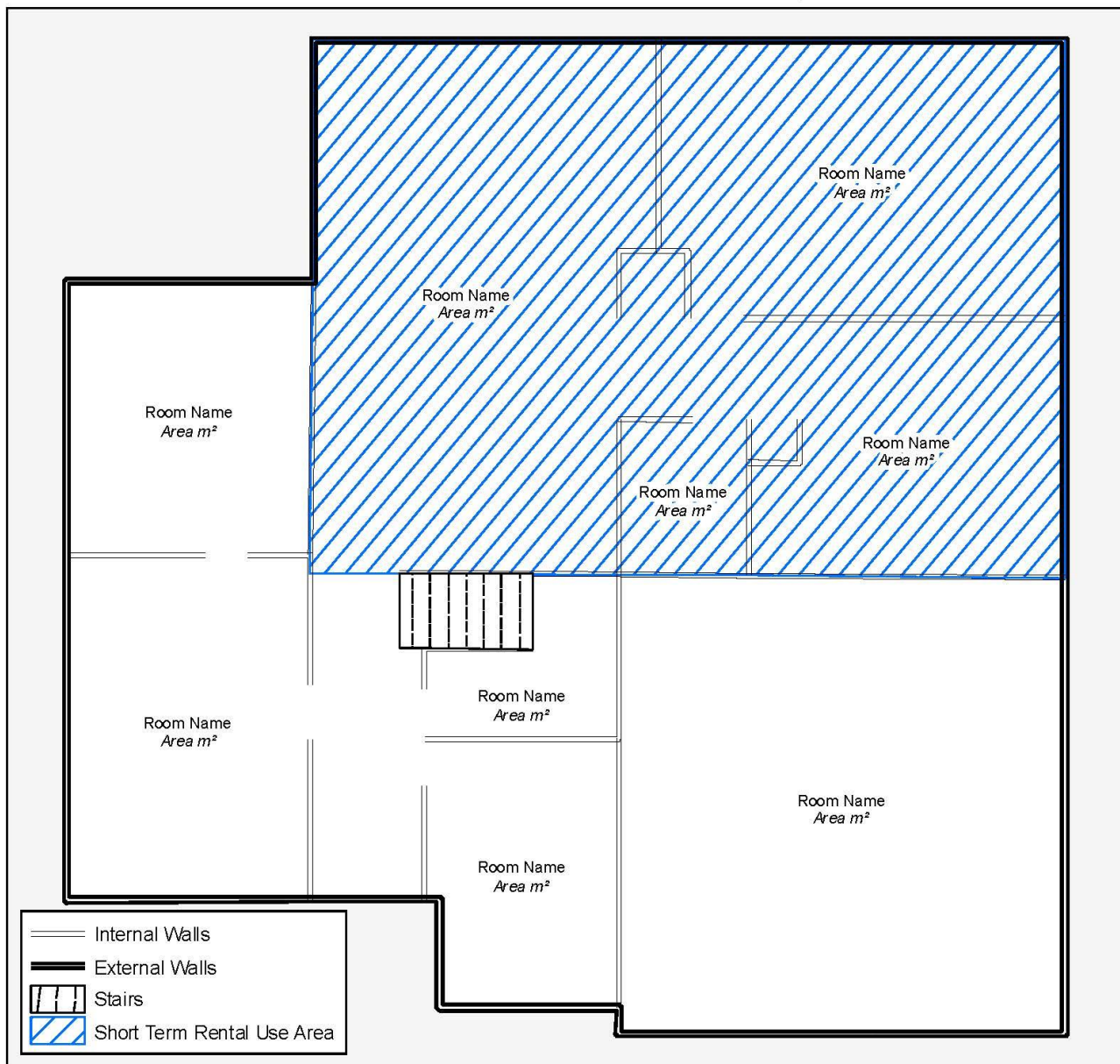


Floor Plan Checklist

- Floor plan for each floor in the entire residence
- Area(s) to be utilized for short-term rental
- Room names (e.g. bedroom, bathroom, living room)
- Room area(s) in square metres

Short Term Rental Floor Plan Example

Short Term Rental Main Floor Plan - 2222 Sample Drive





**Report a suspected
illegal short-term rental**

**File a compliant
(parking, noise, or other issues)**

Bylaw Enforcement

District Hall
PO Box 70
7170 Cheam Avenue
Agassiz, BC V0M 1A0
info@kentbc.ca or 604-796-2235

Compliance

The District works to ensure short-term rental operators comply with rules and regulations. Operators may face fines of up to \$500 per day, per offence.

Example Offences:

- Operate or market a short-term rental without a valid business licence.
- Market or allow use of an unauthorized short-term rental exceeding approved guest units.
- Operate contrary to zoning restrictions.
- Fail to display responsible person information.
- Fail to update contact information for operator / responsible person.
- Fail to attend premises within the required time period.
- Gathering for an event in the ALR without a business licence (see [District Guide](#))

Inspection

We actively inspect short term rentals and operators must, upon request of the District, provide access to the short term rental for inspection. Operators understand that District staff may:

- Audit short-term rental licences and all required documentation; and
- Request evidence that supports the information on a licence application.

The Licence Inspector has the authority to refuse, suspend, or cancel a licence for reasonable cause.

Information for Guests

District bylaws have been put in place to ensure our community is safe and enjoyable for residents and visitors. Guests should be aware of the following rules:



Noise

Many short-term rental properties are near other residential homes. Please be respectful of the public and neighbours at all times during the day.

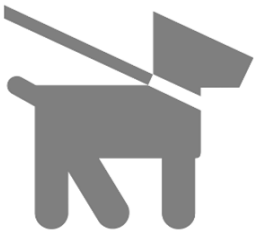
Bylaw: [Noise Regulation Bylaw](#)



Parking

Be aware of designated parking spaces so to avoid imposing on neighbouring lots or the street.

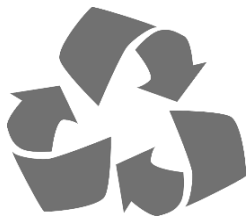
Bylaw: [Zoning Bylaw](#)



Animals

Guests must control their dogs and keep them on a leash in public spaces, unless within a designated off-leash dog park. Guests must also pick up after their dog.

Learn more: [Fraser Valley Regional District Animal Control](#)



Garbage and Recycling

Ensure guests have access to garbage and recycling bins.

Learn more: [Garbage, Recycling and Composting](#)

Questions about your application?

Contact Us.

Development Services

District Hall

PO Box 70

7170 Cheam Avenue

Agassiz, BC V0M 1A0

info@kentbc.ca or 604-796-2235

Related Bylaws

- Business Licencing and Regulation Bylaw
- Bylaw Notice of Enforcement Bylaw
- Fees and Charges Bylaw
- Fire Prevention and Protection Regulation Bylaw
- Highway Traffic and Parking Bylaw
- Noise Regulation Bylaw
- Zoning Bylaw

Forms

The following forms can be found online www.kentbc.ca/STR

- Short-term Rental Application Form
- Owner Consent Form