

## Attachment 4: Jurisdictional scan of multi-tenant house regulations, 2015

	Jurisdiction	Scope	Requirements	Fees	Comments
1	Barrie <i>Boarding, Lodging, Rooming (BLR) House Licence</i>	Dwelling that provides lodging for 5 or more tenants  Two categories of BLR House Licence: <ul style="list-style-type: none"> <li>• Small (not more than 6 tenants)</li> <li>• Large (7 or more tenants)</li> </ul>	<ul style="list-style-type: none"> <li>• Annual licence renewal</li> <li>• Annual inspections: Fire, Property Standards</li> <li>• Certificate for inspection of heating system (current within 5 years)</li> <li>• Certificate of inspection for electrical system (current within 5 years)</li> <li>• Proof of Liability Insurance Coverage</li> <li>• Floor plan</li> <li>• Parking plan</li> <li>• 24 hour contact information of Manager/Superintendent or other person responsible for the property</li> </ul>	\$135	<p><b>Enhanced Targeted Enforcement</b></p> <p>By-law enforcement and inspection increases around Georgian College between August – April in order to coincide with the school year.</p> <p>One dedicated property standards officer is assigned to Ward 1, which includes Georgian College, to increase enforcement year round.</p>
2	Edmonton <i>Rental Accommodation Business Licence for Congregate Living</i>	Congregative living (4 or more unrelated individuals occupy sleeping units in a building with shared amenities)	<ul style="list-style-type: none"> <li>• Annual licence renewal</li> <li>• Inspection by Fire upon first application.</li> <li>• Description of rental property</li> <li>• Owner and agent contact information</li> <li>• Resident Information</li> <li>• Site and Floor Plan</li> </ul>	\$225	<p><b>Integrated Enforcement – Residential Compliance Team</b></p> <p>The City created an interdisciplinary enforcement team, which includes development compliance officers, safety code officers and fire prevention officers. The team also includes various stakeholders as required such as Community Standards, Edmonton Police Service, Business Licensing, Law, and Alberta Health Services.</p>

## Attachment 4: Jurisdictional scan of multi-tenant house regulations, 2015

					<p>The team consults and provide support to landlords of problemman</p> <p>The team focuses on "problem properties" that can include congregate living. The group uses any and all means of coordinated enforcement to achieve compliance.</p> <p>The team acts as a resource for the owners, operators, tenants and surrounding community.</p>
3	<p>Hamilton</p> <p><i>Rooming/ Lodging House Licence</i></p>	<p>Dwelling that accommodates 4 or more residents</p>	<ul style="list-style-type: none"> <li>• Licence renewal every 3 years, includes inspection from by-law officers to issue Certificate of Compliance.</li> <li>• Annual Dire inspections and inspections by the municipal health department as required.</li> <li>• Police check clearance</li> <li>• Site plan</li> <li>• Proof that the licensee is registered as a legal business in the province of Ontario</li> </ul>	<p>Initial fee: \$1,106 + \$30 for each occupant</p> <p>Annual Renewal fee: \$299</p>	<p><b>Targeted Enforcement</b></p> <p>The Project Compliance Team includes 6 temporary Municipal Law Enforcement Officers doing pro-active investigations for property standards and zoning violations in 8 wards. These wards account for about 25% of complaints.</p> <p>The goal of the team is to focus on problem properties, provide education to landlords/tenants, and coordinate enforcement strategies for lodging houses that are operating illegally.</p>

## Attachment 4: Jurisdictional scan of multi-tenant house regulations, 2015

4	<p>Waterloo</p> <p><i>Rental Housing Licensing By-law</i></p>	<p>Rooming houses are licensed under the broader <i>Rental Housing Licensing scheme</i> that aims to manage low-rise residential rental housing in Waterloo.</p> <p>The licensing by-law identifies rooming houses as rental units with 5 or more bedrooms</p>	<ul style="list-style-type: none"> <li>• Annual licence renewal</li> <li>• Criminal record check (basic police records check and a vulnerable sector records check)</li> <li>• Electrical Safety Authority – General Inspection Certificate report</li> <li>• Floor Plan</li> <li>• HVAC certificate</li> <li>• Insurance certificate</li> <li>• Parking plan</li> <li>• Proof of Ownership (transfer agreement or deed)</li> <li>• Property maintenance plan</li> </ul>	<p>Initial fee: \$757</p> <p>Annual renewal fee: \$413</p>	<p>The licensing by-law allows for the Director of Municipal Enforcement to require a licence holder to complete training before license is issued or renewed. This provision has yet to be implemented and no curriculum currently exists for such training.</p> <p>Risk based audits are conducted in rental housing properties that pose a risk. Risk is determined based on complaints, observations, compliance history and information received from other agencies</p>
5	<p>Ottawa</p> <p><i>Rooming House License</i></p>	<p>Applies to building that contains 4 or more rooms</p>	<ul style="list-style-type: none"> <li>• Annual licence renewal</li> <li>• Annual inspection by property standards, Fire, zoning and public health.</li> <li>• Name and telephone number of agent of superintendent</li> <li>• Police check clearance on rooming house property owner</li> <li>• Proof of 2\$ million Commercial General Liability Insurance</li> </ul>	<p>\$236-\$570 (based on the number of bedrooms)</p>	<p><b>Rooming House Response Team (RHRT)</b></p> <p>The purpose of the Rooming House Response Team is to respond to complaints and community concerns, develop strategy to address problem properties, develop concrete solutions through partnerships and community consultations, monitor and reassess situations, and continue involvement until problem is solved.</p> <p>Problem properties are identified</p>

## Attachment 4: Jurisdictional scan of multi-tenant house regulations, 2015

			<ul style="list-style-type: none"> <li>• Record of tenants' ID and emergency contact information</li> <li>• Tenants need to have access to mailbox</li> <li>• Each bedroom must have an inner and outer lock</li> </ul>		<p>neighbour/community/ councillor complaints, service providers, tenant community worker, owner or 311 complaints.</p> <p>Members of the team include rooming house services (a division of Housing Branch), Fire, By-Law (licensing, property standards &amp; enforcement), Police, Public Health, Employment &amp; Financial Assistance.</p> <p>Rooming House Response Team involvement is seen as an incentive. Landlords get assistance with difficult tenancies or maintenance/ pest control (bed bug) issues. The RHRT occasionally does Lunch and Learns (funds and services permitting) to educate landlords on tenant services and other matters.</p> <p>The staff person has ability to refer tenants to addictions and mental health networks.</p>
6	Oshawa <i>Residential Rental Housing Licensing, only</i>	Building or part of a building containing 3 to 10 lodging units	<ul style="list-style-type: none"> <li>• Annual licence renewal</li> <li>• Yearly property standards and Fire inspection</li> <li>• Statutory declaration by landlord/owner</li> </ul>	<p>Application Fee: 75\$</p> <p>Initial Fee: \$500</p>	<p><b>Demerit Points</b> Demerit points are issued to a licensed property when the property is found in violation of one or more by-law infractions listed in the demerit point</p>

## Attachment 4: Jurisdictional scan of multi-tenant house regulations, 2015

	applicable to residential rental properties located in the vicinity of Durham College and the University of Ontario Institute of Technology		<ul style="list-style-type: none"> <li>• Certificate of insurance</li> <li>• Floor plan</li> <li>• Parking plan</li> <li>• Proof of Application to the Electrical Safety Authority (ESA) for a general inspection report every five years</li> <li>• Copy of the transfer/deed for the property</li> </ul>	Annual Renewal Fee: \$360	<p>schedule.</p> <p>At 7 points the property owner will receive a warning letter and must attend a meeting with the Director, Municipal Law Enforcement and Licensing Standards to discuss the reasons for the chronic inability to comply with City by-laws and to discuss the possible impacts on their R.R.H. Licence. Failure to attend a meeting with the Director may result in referring the R.R.H. Licence to a Hearing. At 15 points the property owner's R.R.H. Licence is referred to a Hearing for review. Any decision regarding an R.R.H. Licence is solely at the discretion of the Hearings Officer.</p>
7	London, Ontario <i>Lodging House License</i>	Applies to dwelling unit containing 3 or lodging units	<ul style="list-style-type: none"> <li>• Annual licence renewal including fire and building inspections</li> <li>• Register must be kept of the name and previous residence of every lodger who occupies the premises, register is open to inspection at any reasonable time</li> </ul>	\$490	

## Attachment 4: Jurisdictional scan of multi-tenant house regulations, 2015

8	<p>Mississauga</p> <p><i>Residential Rental Accommodation Licence</i></p>	<p>Lodging House: dwelling unit containing more than 3 lodging units.</p>	<ul style="list-style-type: none"> <li>• A maximum of four 4 lodging units (Dwelling rooms) is permitted and each lodging unit shall be occupied by a maximum of one person</li> <li>• Annual license renewal</li> <li>• Inspection at time of application: Fire, Electrical Safety Authority report</li> <li>• Rooms shall not contain equipment or appliances for storing, cooking, or heating food, and shall not contain equipment or appliances for washing clothes or washing dishes.</li> <li>• Floor plan</li> <li>• General liability insurance</li> <li>• Keep record (name, next of kin etc.) of each lodger that will be made available upon the request of License inspector</li> <li>• Licensee or their Agent conduct an inspection of the property every 3 months to ensure compliance with applicable regulation and file an inspection report to</li> </ul>	\$500	
---	---	---	---	-------	--

## Attachment 4: Jurisdictional scan of multi-tenant house regulations, 2015

			<p>the Licensing section</p> <ul style="list-style-type: none"> <li>Erect and maintain a fence surrounding the entire yard of the property</li> </ul>		
9	<p>Brampton</p> <p><i>Lodging House Licence</i></p>	<p>Lodging House: residences with 3 or more lodgers</p>	<ul style="list-style-type: none"> <li>Annual licence renewal</li> <li>Annual inspections: Property Standards, Fire, Electrical Safety Authority (ESA)</li> <li>Cooking appliances of any kind are not permitted in any room used for sleeping purposes</li> <li>Letter of approval by Medical Officer of Health</li> <li>Inspection report from qualified H.V.A.C. inspector</li> <li>Approved emergency plan</li> <li>Site plans</li> <li>Written confirmation of the max number of lodgers accommodated</li> <li>Emergency contact info</li> </ul>	\$117	
10	<p>Guelph</p> <p><i>Lodging House Use Certification</i></p>	<p>Voluntary certification for lodging houses that have 5 or more rooms (max 12 occupants)</p>	<ul style="list-style-type: none"> <li>Annual inspection: Fire and Property Standards</li> </ul>	No need for renewal	<p><b>University of Guelph Community Standards Protocol</b></p> <p>The University has developed a protocol for responding to recurring or serious by-law complaints. A community member or enforcement</p>

## Attachment 4: Jurisdictional scan of multi-tenant house regulations, 2015

					officers can contact the University's Manager of Off-Campus Living and he/she will work with the students to address the complaints.
11	Vancouver  <i>Single Room Accommodation</i>	Single Room Accommodation is a building containing 3 or more sleeping units	<ul style="list-style-type: none"> <li>• Annual licence renewal</li> <li>• Annual inspection by property use</li> <li>• Maximum 2 people per sleeping unit</li> <li>• Operators must keep register of lodgers names and permanent/last address</li> <li>• Keep receipts for rent received</li> <li>• Once every 24 hours, ensure every lodger on premise is alive</li> </ul>	\$33 per sleeping unit	<p><b>Building Owner's Manual for SRO Buildings in Vancouver's Downtown Eastside</b></p> <p>The WorksafeBC organization created an information guide for operating safe and effective SRO hotels. The guide outlines key by-laws and requirements for owners and operators along with checklists and other resources.</p> <p><b>Integrated Enforcement Team</b></p> <p>Team includes staff from the Police, Fire, Licensing and Inspections departments as well as the Property Use Group and Housing Policy and Projects. Focuses on all buildings – particularly buildings that have multiple maintenance violations. Takes a coordinated approach to enforcement and emergencies.</p>
12	Winnipeg  <i>Converted Residential Dwelling with</i>	Shared facilities dwelling is where sanitary facilities or cooking facilities are shared by 2 or more	<ul style="list-style-type: none"> <li>• Annual licence renewal</li> <li>• Annual Inspection: By-law Enforcement</li> </ul>	Shared facilities dwelling: \$490  Converted Residential	



## Attachment 4: Jurisdictional scan of multi-tenant house regulations, 2015

	<i>Shared Facilities Licence</i>	residents of a dwelling unit that is not operated under a single tenancy		Dwelling with Shared Facilities: \$735	
13	Seattle  <i>Residential Rental Inspection Ordinance (RRIO) Registration</i>	“congregate residence” means a residential use in which rooms are provided for more than 8 non-transient persons not constituting a single household	<ul style="list-style-type: none"> <li>• RRIO requires <i>all</i> rental property owners in Seattle to register their properties</li> <li>• Inspections to ensure compliance with minimum housing and safety standards take place at least once every 10 years.</li> </ul>	Registration and inspection fees depend on number of units, with \$135 charge for first unit and additional \$25 per unit.	Every year, the City will select 10% of the properties to be inspected. Inspections are based on the building maintenance code and focus on life, health and safety concerns. Rental properties with prior enforcement action are inspected early in the program.
14	Chicago  <i>Regulated Business Licence</i>	Single Residency Occupancy (SRO) is a dwelling used primarily for single-room occupancy, containing 5 or more single-room living units, and which is occupied by the same tenants for an uninterrupted period of not less than 32 days	<ul style="list-style-type: none"> <li>• Licence renewal every 2 years</li> <li>• Annual Inspections: Fire, Buildings</li> <li>• No more than 2 tenants permitted per room</li> <li>• Operators must keep register of occupant names and date(s) of tenancy of each such occupant.</li> </ul>	\$250 + inspection fees (cost depending on square footage of the building)	

## Attachment 4: Jurisdictional scan of multi-tenant house regulations, 2015

15	<p>Calgary</p> <p><i>Business Licence</i></p>	<p>Lodging House means the business of providing sleeping or lodging accommodation for compensation, with or without meals, for 4 or more persons.</p>	<ul style="list-style-type: none"> <li>• Annual licence renewal</li> <li>• Annual inspection/approval from Health, Fire and Planning</li> </ul>	<p>Licence App Fee: \$177</p> <p>Renewal Fee: \$135</p>	<p>A License Review Hearing (License and Community Standards Appeal Board) is held for alleged breaches of the City of Calgary Bylaws that fall under Compliance's portfolio such as inappropriate behaviour, breaches of the bylaw and any statute or criminal activity, or ongoing complaints.</p>
----	---	--	---	---	--