

SHORT TERM RENTAL FREQUENTLY ASKED QUESTIONS

What are short-term rentals?

The use of a Dwelling Unit or part of a Dwelling Unit for temporary overnight guest accommodation for a period of not more than 28 consecutive days, and shall not include a hotel, motel, retirement home, or bed and breakfast establishment as defined by the Zoning by-law.

Who is required to have a short-term licence in Stouffville?

Stouffville homeowners and tenants/lessees with owner's permission who plan to operate a short-term rental in their principal residence.

Where in Stouffville are short-term rentals allowed?

As of April 6th, 2022, short-term rentals are allowed in residential dwelling units, including single detached, semi-detached, townhouses, and licenced secondary suites in a single detached dwelling, that is the homeowner's or tenant/lessee's principal residence, provided that a licence is obtained.

Why are short-term rentals licensed?

The Short-Term Rental Licensing By-law 2022-032-LI came into effect April 6th, 2022 to help regulate and provide access to accommodations that are safe for the public.

Can I advertise and operate a short-term rental in my home in Stouffville?

Yes, as of April 6th, 2022, Stouffville residents can obtain a licence to rent out their principal residence, or part of their principal residence, for short periods of time (not more than 28 consecutive days). Yes! you can advertise along with a valid Town Licence Number.

When can I obtain a licence to have a short-term rental?

Applications for a licence can be submitted starting on April 6th, 2022. Application forms are available on-line.

How long does it take to process an application for a short-term rental licence?

Processing times can vary based on the information provided in the application form. Each application is reviewed to ensure the applicant meets the requirements of the Short-Term Rental Licensing By-law.

How do I apply for a licence?

At this time you can apply by completing the application form on the Short Term Rental page and submitting it to the Town of Stouffville by email, mail or via the drop box located at Town Offices; note that payment must be made for an application to be considered.

Are there any fire safety regulations I must follow to operate a short-term rental in my home?

All existing homes in Ontario, regardless if they are a short-term rental or not, are subject to the [Ontario Fire Code](#), which states:

- Smoke alarms must be installed on all levels of the home, outside all sleeping areas, between the sleeping area and the remainder of the home and maintained in operating condition in accordance with the manufacturer's instructions.
- If the home has a fuel burning appliance or fireplace or connected garage, carbon monoxide alarms must be installed adjacent to each sleeping area and maintained in operating condition in accordance with the manufacturer's instructions.

What do I do if I have an issue with my neighbour's short-term rental?

Complaints can be made to the Town of Whitchurch-Stouffville By-law Enforcement division by calling 905-640-1910 Ext. 2229.

What are some of the key issues related to short term rentals?

There are a number of issues related to STR. These include public safety concerns (including excessive noise, late-hour activities, illegal parking, and littering), fire and building safety issues, the impact on private sewage disposal systems, impacts on affordable housing and competition with other traditional rental accommodation markets.

How are maximum occupancy limits defined, and what is the maximum occupancy?

If an entire dwelling unit is being rented out as a STR, the maximum limit of overnight guests shall be two (2) persons per guest room, up to a maximum of ten (10) overnight guests.

If individual guest rooms are being rented out of a STR, no more than two (2) rooms with a maximum of two (2) persons in each guest room will be rented simultaneously. If there are STR applications seeking to exceed these limits, they will be considered on a case-by-case basis by the Fire Chief and Chief Building Official to review the safety risks.

How long is my STR licence valid for?

A period of one year, expiring December 31st the year after.

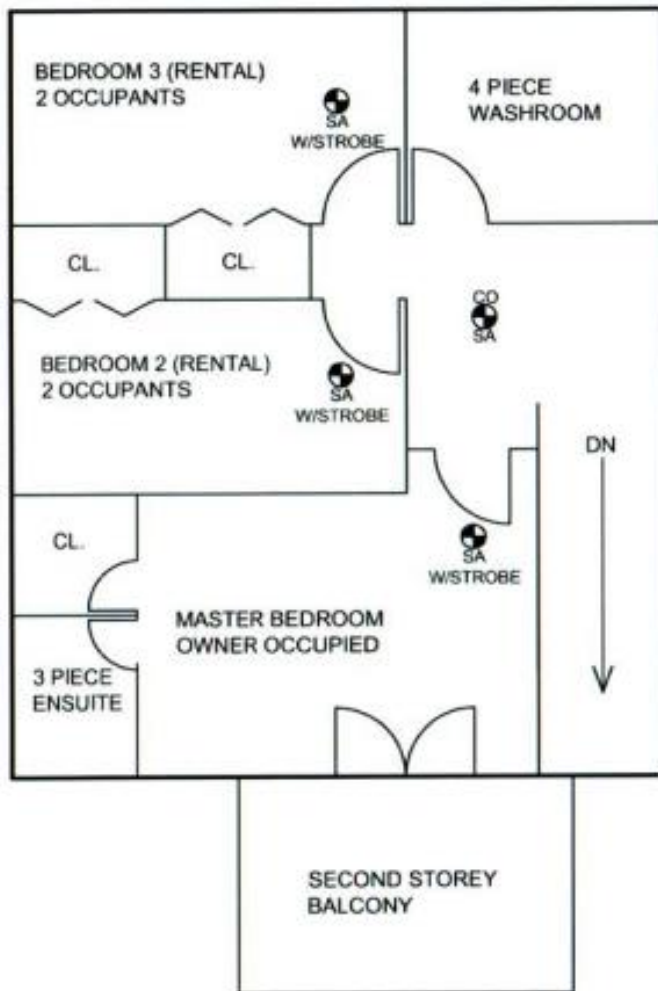
What documents are required for a STR licence?

The following documents are required:

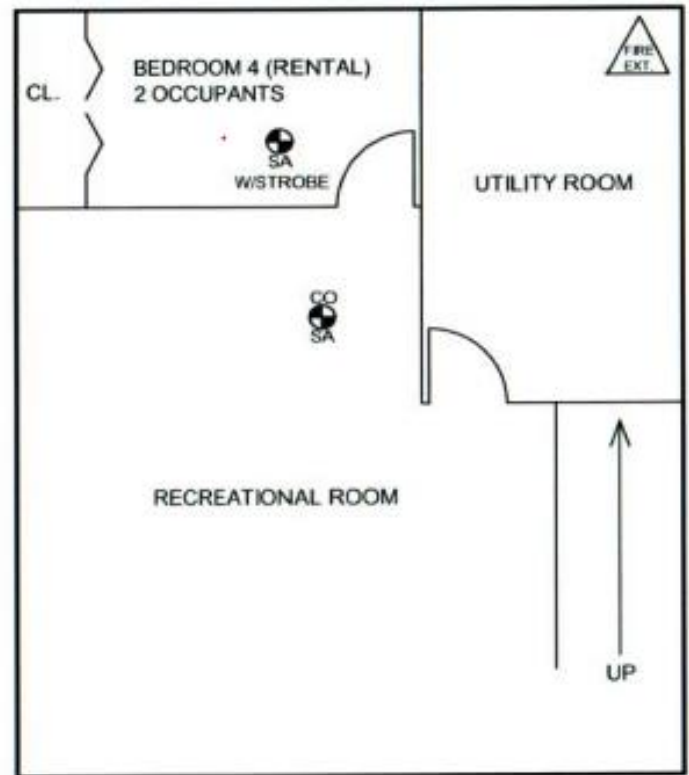
- Completed STR Application Form
- Proof that applicant is at least eighteen (18) years of age
- Proof that applicant is a citizen of Canada, a landed immigrant or in possession of a valid employment authorization issued by the Government of Canada
- Certificate of general liability insurance (\$2,000,000)

- Sketch of floor plans identifying all rooms and common areas with dimensions, and location of smoke alarms, carbon monoxide alarms, and fire extinguishers.
- Site plan of the property showing site dimensions with the location of all buildings, structures and parking
- Fee per Town's Fees & Charges By-law
- Consent of the owner of the property (if an applicant is a tenant)

EXAMPLE FLOOR PLAN







SECOND FLOOR



BASEMENT

LEGEND:

-  Carbon monoxide detector/Smoke alarm
-  Smoke alarm with strobe light function
- 
-  Fire extinguisher

Sample Site Plan

