



## Responsible Operation of a Short-Term Rental

### Town of Amherstburg Information Sheet

## Short-Term Rental Regulations in Amherstburg

In the Town of Amherstburg, Short-Term Rentals (STR's) are considered a home or portion of a home used to provide temporary accommodation for not more than 28 consecutive days. As of June 2023, Amherstburg owners can apply for a STR licence to operate a STR at their residence. Please see the Short-Term Rental Licensing By-law 2023-059 for complete regulations. This document provides information on how to apply for a licence and operate an STR in a responsible manner.

### How can I apply for a Short-Term Rental Licence?

1. Complete the application form posted on [Amherstburg.ca/shorttermrentals](https://amherstburg.ca/shorttermrentals) and apply in-person at the Licensing Department at Town Hall, 271 Sandwich St. S Amherstburg ON N9V 2A5.

### What do I need to apply for a Short-Term Rental licence?

Depending on whether you own or rent the home, in addition to a completed application form, you will need to provide the following:

Applicant	What you need to apply for a Short-Term Rental licence
Homeowner	<ul style="list-style-type: none"><li>• Government issued photo identification</li><li>• Authorization from registered property owner if dwelling is part of multi-residential</li><li>• Vulnerable sector check for every registered owner (not more than 30 days old at time of application)</li><li>• Valid home liability insurance in an amount of no less than \$2 million</li></ul>
Tenant	<ul style="list-style-type: none"><li>• Government issued photo identification</li><li>• Proof of principal residency (e.g. driver's licence)</li><li>• Letter of authorization from registered property owner</li><li>• Authorization from registered property owner if dwelling is part of multi-residential</li><li>• Vulnerable sector check for every tenant on the lease (not more than 30 days old at time of application)</li><li>• Valid home liability insurance in an amount of no less than \$2 million</li></ul>



## What regulations do I need to consider?

Once a STR has their licence, they must:

- Display the licence and fire safety plan in a place visible near the main entrance of the short-term rental.
- Notify the Town of Amherstburg, in writing, within seven days of any change to the information provided in the application to obtain or renew a licence
- Ensure home complies, at all times, with the Ontario Building Code and Ontario Fire Code, including maximum occupancy.
- Renew the licence annually as long as the short-term rental is in operation.

STR Owners must comply with all Town of Amherstburg and other regulations, however some key by-laws are as follows:

By-law	Some Key provisions in the by-law
STR Licensing	STR's are permitted in all zoning categories, and an emergency contact must be available 24 hours a day, 7 days a week during the operation of an STR, provided at the time of application.
Noise	All persons are prohibited from making any unusual noise likely to disturb the neighbours.
Nuisance	This by-law prohibits making a nuisance in a public place, such as streets and sidewalks around your home.
Parking	Unless otherwise signed or prohibited, on-street parking is allowed
Waste Collection	Garbage must not be placed at the curb before 5pm on the evening prior to the scheduled collection date, and any waste and/or containers must be removed from the curb by 8pm on the scheduled collection day.

You can review complete regulations at [Amherstburg.ca/shorttermrentals](https://amherstburg.ca/shorttermrentals). Failure to be in compliance with regulations may lead to a range of penalties, such as between \$1,000 to \$100,000 for non-compliance with the Short-Term Rental By-law 2023-059, depending on severity of offence and community impact.

For more information: Web: [Amherstburg.ca/shorttermrentals](https://amherstburg.ca/shorttermrentals) | Email: [licensing@amherstburg.ca](mailto:licensing@amherstburg.ca) | Phone: 519-736-0012