

**Infrastructure and Development
Services Department**

82 Erie Street, 2nd Floor
Stratford, ON N5A 2M4
Phone: (519) 271-0250
Fax (519) 271-5966
www.stratfordcanada.ca



Applicant Bed & Breakfast Checklist

To determine the Application to Licence a Bed and Breakfast is complete, please review the checklist below:

Note: A Bed and Breakfast **must** be contained in a Single Detached Dwelling (only one (1) Dwelling Unit in the building) and **may** be permitted in an accessory building in conjunction with Bed and Breakfast establishments located on Ontario, Huron and Erie Streets.

Dwelling Unit definition:

A self-contained suite of habitable rooms in a building, occupied by a person as its principal residence as independent and separate living quarters in which kitchen and sanitary facilities are provided and which is independently accessible from outside the building or from a common hallway or stairway inside the building.

1. Application completely filled out Yes
2. Declaration of applicant Yes

Each person must show photo identification such as a valid driver's licence, valid Canadian passport, Citizenship card (with current photo) or some other piece of current identification, with current photo, at the Building & Planning Department, 82 Erie Street, 2nd Floor for licencing purposes.

3. Operation commencement date – support documentation included Yes
4. Attach a plan of survey by an Ontario Land Surveyor **or** accurate site plan drawn to **Scale** by a qualified designer that includes:
 - a) property dimensions Yes
 - b) location of house on property Yes
 - c) setbacks from all property lines Yes
 - d) location and dimension of driveway Yes
 - e) location and dimension of parking spaces Yes
 - f) location and dimensions of rear yard landscaped open space Yes



5. Floor plan
- a) floor plan of each floor included Yes
 - b) accessible attic floor plan included Yes
 - c) basement floor plan included Yes
 - d) use of each room on each floor including use of rooms in accessible attic and basement Yes
 - e) guestrooms identified Yes
 - f) owners bedrooms identified Yes
6. Liability insurance information included Yes
7. Fee included Yes

If fire upgrades are required for a Bed and Breakfast operating three (3) or more rooms a building permit is required prior to commencement of work, a completed application form, and two (2) sets of the upgrade drawings are required before issuance of the permit.

If answers to all questions above are yes, then you have an application which will enable the City of Stratford to start the review process.

Further information may be required during the review by the City of Stratford.

NOTE: Incomplete applications will not be accepted by the City of Stratford Development Services.

Contact Name	Contact Information
Rob Reinecker, By-Law Enforcement Officer	Phone: 519-271-0250 extension 200 Email: rreinecker@stratford.ca
Matthew Smith, By-Law Enforcement Officer	Phone: 519-271-0250 extension 327 Email: msmith@stratford.ca
Jason Derreck, Municipal Building Official II	Phone: 519-271-0250 extension 216 Email: jderreck@stratford.ca
Kelsey Hammond, Municipal Building Official II	Phone: 519-271-0250 extension 217 Email: khammond@stratford.ca
Tim Adair, Director of Fire Prevention	Phone: 519-271-3212 Email: tadair@stratford.ca



Application to Licence an Accessory Guest Room, Guest Home or Bed & Breakfast

Please complete the form in its entirety.

Owner: _____

Address: _____

Postal Code: _____ Phone: _____ Fax: _____

E Mail: _____

Application Checklist:

- One completed copy of the application form
- Proof of separate liability insurance coverage
- 1 copy of the survey or site plan required under section 1
- 1 copy of the floor plan required under section 8
- Registration fee

1. Attach a plan of survey by an Ontario Land Surveyor or accurate site plan drawn to **Scale** by a qualified designer that includes:
 - a) property dimensions
 - b) location of house on property
 - c) setbacks from all property lines
 - d) location and dimension of driveway
 - e) location and dimension of parking spaces
 - f) location and dimensions of rear yard landscaped open space

2. Date when Guest Home or Bed & Breakfast establishment began operation
(Please include supporting documentation)

3. Business name of Guest Home or Bed & Breakfast

4. (a) Does the owner reside in the dwelling as their principal residence?
 Yes No

(b) If not, name of person resident in dwelling: _____



5. Does the owner reside in the dwelling during the time the guestrooms are rented? Yes No

6. Type of dwelling:
 single detached townhouse
 semi-detached apartment

7. Total number of bedrooms in the dwelling: _____

8. Number of guestrooms proposed: _____

9. Attach a **Floor Plan** for each floor identifying use of each room. This includes a sketch of the basement and accessible attic.

10. Locations of guestrooms: _____
Please indicate on attached floor plan (drawn to scale).

11. Location of bedroom(s) used by owner: _____
Please indicate on attached floor plan (drawn to scale).

12. Is the bedroom located in the basement?
 Yes No

13. Please provide proof of separate liability insurance coverage for the Guest Home or Bed & Breakfast in the amount of a minimum of \$2,000,000.00. The renewal application will not be accepted or processed without this proof of coverage.

14. Is a minimum of 60% of the rear yard maintained as landscaped open space?
 Yes No

15. List of motor vehicles used and/or stored by permanent residents

License plate numbers	Colour/Make/and Model

16. Number of parking spaces available on site. (Each parking space must measure 2.4m x 6m (8' x 20') and meet zoning by-law requirements as to location).



17. (a) Do you have a swimming pool on the property? Yes No
(b) Is the pool available for guest use? Yes No
18. (a) Are you serving meals other than breakfast? Yes No
(b) Are you serving meals to people who are not overnight guests at your establishment? Yes No

19. **Declaration of applicant**

I _____ declare that:
(Print name)

- a. The information contained in this application, attached plans and specifications, and any other attached documentation is true to the best of my knowledge.
- b. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.

Applicant Signature: _____ **Date:** _____

Notice of Collection

The personal information collected on this form is collected under the authority of the *Municipal Act, 2001* and will be used by Infrastructure and Development Services staff for the purpose of managing the Guest Room, Guest House, and B&B Licence program and for administrative purposes. All names, addresses and comments will be included in material available to the public and City Council. Questions about the collection and use of this information may be made to the City Clerk, P.O. Box 818, Stratford, ON, N5A 6W1 or by telephone 519-271-0250 ext. 235 during business hours.

If you require this form in an alternate format, contact Development Services at 519-271-0250 extension 345 or TTY at 519-271-5241



**BY-LAW NUMBER 180-2004
OF THE CORPORATION OF
THE CITY OF STRATFORD**

Being a By-law to license, regulate and govern accessory guest rooms, bed and breakfast establishments and guest homes in the City of Stratford and to repeal By-law 243-2001 and any amendments thereto.

WHEREAS pursuant to the provisions of Part IV of the *Municipal Act, 2001, S.O. 2001 c.25* as amended, the Council of The Corporation of the City of Stratford may pass by-laws for licensing, regulating and governing businesses;

AND WHEREAS section 150 of the Act allows a municipality to license, regulate and govern any business wholly or partially carried on with the Municipality, even if the business is being carried on from a location outside the Municipality;

AND WHEREAS sections 390-400 of the Act enable municipalities to pass by-laws for imposing fees or charges for permits and services provided or done by them;

AND WHEREAS in accordance with section 150 (4)(a) and (b) of the Act, proper notice of a public meeting was given and a public meeting was held at which any persons who attended had an opportunity to make representation with respect to this by-law;

AND WHEREAS pursuant to section 150 of the Act, the Council of The Corporation of the City of Stratford is exercising its licensing powers under this section with respect to accessory guest rooms, bed and breakfast establishments and guest homes in the City of Stratford, including imposing conditions for the following reasons:

- a) for the purpose of the health and safety of the guests staying on the premises by ensuring that the building, health and fire code regulations are met, the required essentials such as plumbing, water and on-site parking are adequately provided; and,
- b) for ensuring that the accessory guest room, bed and breakfast establishment and guest home does not create a nuisance to the adjoining property or neighbourhood or surrounding lands and that zoning regulations are met.

NOW THEREFORE BE IT ENACTED by Council of The Corporation of the City of Stratford as follows:

DEFINITIONS

1. Unless otherwise specifically defined in any part of this By-law:
 - (a) **ACCESSORY GUEST ROOM** means a habitable room intended for sleeping accommodation, with or without meals, that is provided for a fee and that is clearly incidental, secondary and subordinate to the single detached dwelling within which it is situated.
 - (b) **BED AND BREAKFAST ESTABLISHMENT** or **GUEST HOME** means a single detached dwelling of an owner, being an owner in fee simple or as joint tenants or tenants in common, who resides therein as his\her principal residence, and resides therein during the time the bed and breakfast establishment or guest home is operating, and containing at least one (1) bedroom for his\her exclusive use and containing at least two (2) accessory guest rooms for the purposes of supplying temporary living accommodation to the public, for a fee, or a bed and breakfast establishment or guest home legally established under a predecessor zoning by-law of the City of Stratford. For the purposes of this definition an owner may be a corporation of not more than two (2) shareholders who reside therein as their principal residence.
 - (c) **SINGLE DETACHED DWELLING** means a dwelling containing not more than one (1) dwelling unit.

GENERAL PROVISIONS

2. No person shall use a building or operate as an Accessory Guest Room, Bed and Breakfast establishment/or Guest Home unless they hold a valid licence issued by the City of Stratford pursuant to this by-law.
3. No person shall operate or permit to operate an Accessory Guest Room, Bed and Breakfast establishment / or Guest Home in a building with more rooms than is authorized by the City of Stratford and as shown on the valid licence issued for the establishment.
4. Each owner of an Accessory Guest Room, Bed and Breakfast establishment/or Guest Home shall apply to the City of Stratford before January 31st each year for an annual licence.
5. In order to obtain a licence to rent rooms within a building the owner must comply with the following requirements:
 - (a) Pay the required licence fee as per Schedule "A" attached to this by-law at the time of applying for an annual licence.

(b) An application for an Accessory Guest Room, Bed and Breakfast establishment/or Guest Home licence shall be submitted to the City of Stratford Building and Planning Department and shall include:

- i) a plan drawn to scale suitable to the City of Stratford Director of Building and Planning, or designate, (preferably a Plan of Survey) and will include:
 - ◆ the location of the house on the property with setbacks indicated from all property lines,
 - ◆ the location and dimension of the driveway,
 - ◆ driveway access to the required parking spaces,
 - ◆ the location and dimensions of the backyard landscaped open space,
 - ◆ location and dimensions of parking spaces
 - ii) the applicant will provide to the Director of Building and Planning or designate, proof of separate liability insurance coverage for his\her Bed and Breakfast establishment/or Guest Home for a minimum of Two Million Dollars (\$2,000,000) for the period covered by the licence, and,
 - iii) the applicant will provide to the City of Stratford, a floor plan to identify the rooms, which are to be licenced by name, number or physical description and location, and to identify the bedrooms for the exclusive use of the owner, and,
 - iv) the applicant will provide to the City of Stratford a list of motor vehicles that are used by the permanent residents of the licenced premises along with the license plate numbers of the said vehicles, and,
- (c) The number of licenced rooms shall be limited to the number of dedicated parking spaces available and the number of bedrooms available. Dedicated parking spaces shall be determined by subtracting the total spaces used by the Licencee (resident's vehicles) from the total number of spaces available. The total number of parking spaces available must be shown on the plan submitted with the application.
6. Upon confirmation that the Accessory Guest Room, Bed and Breakfast establishment/or Guest Home complies with the City of Stratford Zoning By-law, with the *Ontario Building Code*, with the *Ontario Fire Code* with the *Ontario Health Protection and Promotion Act* and any other applicable City of Stratford By-laws and is in compliance with all other provisions of this By-law, the Building and Planning Department shall issue a licence, which shall expire at midnight on December 31st of the year in which the licence is issued. Licence applications for renewals of licences received after January 31st, shall be subject to an additional late filing fee as prescribed in Schedule 'A' herein.
 7. Subject to written approval from the Building and Planning Department and payment of a transfer processing fee as prescribed in Schedule 'A' herein, a licence issued under Section 5 of this By-law may be transferred to a new owner of the same property, for the same number of rooms and without any changes to the property, within the year in which the licence is issued.

8. In addition to compliance with all of the aforementioned provisions of this By-law, the City of Stratford Zoning By-law, *Ontario Fire Code*, *Ontario's Health Protection and Promotion Act* and the *Ontario Building Code*, the Accessory Guest Room, Bed and Breakfast establishment/or Guest Home shall also be operated in compliance with the following provisions:
- a) Only signs in accordance with the City of Stratford Sign By-law, indicating that the building is a Bed and Breakfast or Guest Home, shall be displayed.
 - b) Each owner must keep a daily guest register that has a separate date on each page with enough space provided for each guest to register in a designated room. The daily guest register must contain the guest's assigned room number, name, home address, home phone number, date and duration of stay, and number of guest vehicles.
 - c) The owner, upon request from the Director of Building and Planning, or designate, shall provide the daily guest register for inspection. The Director of Building and Planning or designate may request this at any time between the hours of 8:00 a.m. and 8:00 p.m.
 - d) Each owner shall be responsible for ensuring that each guest is advised that they must park in the areas designated on the application and not on the road allowance, and,
 - e) A copy of the valid licence must be posted by the owner in a prominent and visible place in the home at all times and in each licenced room, while licenced.

REVOKING OF LICENCE

9. The licence to operate an Accessory Guest Room, Bed and Breakfast establishment/or Guest Home may be revoked by a resolution of Council for any breach of the provisions of this By-law.

Council/the Planning and Heritage Sub Committee, in considering whether or not to grant a licence, or to revoke or suspend a licence, shall have regard to the following:

- a) whether or not the Applicant or Licencee and the premises in connection with the carrying on of a business that is licenced pursuant to this By-law, complies with all requirements of this By-law;
- b) whether or not the Applicant or Licencee has failed to promptly remedy any reasonable concern with regard to those matters set out in this By-law or has committed past breaches of this By-law;

- c) whether or not the Applicant or Licencee has failed to comply with any requirements of any other applicable By-law of the City or of any local board thereof, or of any statute, Orders-in-Council, or Regulation of the Legislature of the Province of Ontario or the Parliament of Canada or of any Agency, Board or Commission thereof, in, upon, or in connection with the licenced activity of the business or place of business, facilities, equipment, vehicles and other property used or kept for hire in connection with the licenced activity;
 - d) whether or not the Applicant or Licencee or his/her tenant has any outstanding taxes or fees owing to the City in respect of the business or place of business in question.
 - e) has past breaches of this By-law;
 - f) has any outstanding fines or penalties imposed under the *Provincial Offences Act* for the contravention of any provision of this By-law or any other municipal by-law or Provincial Statute where such fine is associated with an offence arising out of the conduct, operation or activity within or in conjunction with such business;
 - g) where Council/the Planning and Heritage Sub committee believes it is in the public interest to do so.
10. It is the Planning and Heritage Sub Committee that will hear any appeals on staff recommendations not to issue or to revoke/suspend a licence. The members of the Planning and Heritage Sub Committee may, in its sole discretion, afford any other person who applied to be heard and who appears to have an interest in the matters under discussion, an opportunity to present material and evidence relevant to the issue before the Planning and Heritage Sub Committee and to ask questions of any person presenting evidence or a report to Council relevant to the said issues,
- a) for the purposes of this section of this By-law, a quorum of the Planning and Heritage Sub Committee shall be a majority of the members of the Planning and Heritage Sub Committee, and a decision by the majority of members present shall be the decision of the Planning and Heritage Sub Committee.
11. Where the applicant has been provided with Notice of Hearing and does not attend, the Planning and Heritage Sub Committee may proceed with the meeting in the absence of the applicant.
12. The City may be represented at the Hearing by the City's Solicitor, who is entitled to adduce evidence and submit arguments in reply to evidence and argument that has been submitted on behalf of the Applicant or Licencee.
13. The Planning and Heritage Sub Committee may, after hearing all of the evidence and submissions made to it by the Applicant or Licencee and the City Clerk, hold an in-camera session, where allowed by law, to debate the matter and to reach its decision.

14. The decision made by the Planning and Heritage Sub Committee in in-camera session, shall be confirmed in Open committee by resolution. The resolution is then forwarded to the Council for a decision. Once a decision by council is reached, a copy of such resolution shall be mailed to the Licencee and to any person who has appeared before Council and who has requested that a copy of the Resolution be provided to them.
15. The decision of Council to issue a licence, refuse to issue a licence, revoke a licence or suspend a licence may be subject to such terms as Council shall impose and shall be final.
16.
 - a) The Director of Building and Planning shall notify the Applicant or Licencee of the decision of Council by serving a copy of the Resolution personally or by registered mail to:
 - i) the Applicant or Licencee at the address shown on the application, or
 - ii) the address last on file with the Building and Planning Office, or
 - iii) the counsel or agent of the Applicant or Licencee, if any, at the address as stated to the Building and Planning Office.
 - b) If the decision rendered is to grant the Applicant the licence applied for, the licence shall be issued.
 - c) If the decision is to suspend or revoke the licence, the licencee shall within, 24 hours of service of notice by registered mail, or immediately if the notice is personally served, return the licence to the Director of Building and Planning or any other duly appointed individual shall have access to any premises or other property of the licencee for the purpose of receiving or taking the licence.
 - d) If the decision is to impose conditions on the licence, the licencee shall within 24 hours of service of notice by registered mail, or immediately if the notice is personally served, advise the Director of Building and Planning as to his or her acceptance of the conditions.

SCHEDULE

17. Schedule "A" forms part of this By-law.



VALIDITY

18. If a court of competent jurisdiction declares any provision or any part of a provision of this by-law to be invalid, or to be of no force and effect, it is the intention of Council in enacting this by-law that each and every provision of this by-law authorized by law be applied and enforced in accordance with its terms to the extent possible according to law.

PENALTY

19. Every person who contravenes any of the provisions of this By-law is guilty of an offence and upon conviction is liable to a fine not exceeding \$5,000.00 per occurrence under the Provincial Offences Act as amended.

EFFECT

20. This by-law comes into effect on January 1, 2005.

REPEAL

21. By-law 243-2001 and all of its amendments are repealed effective December 31, 2004.

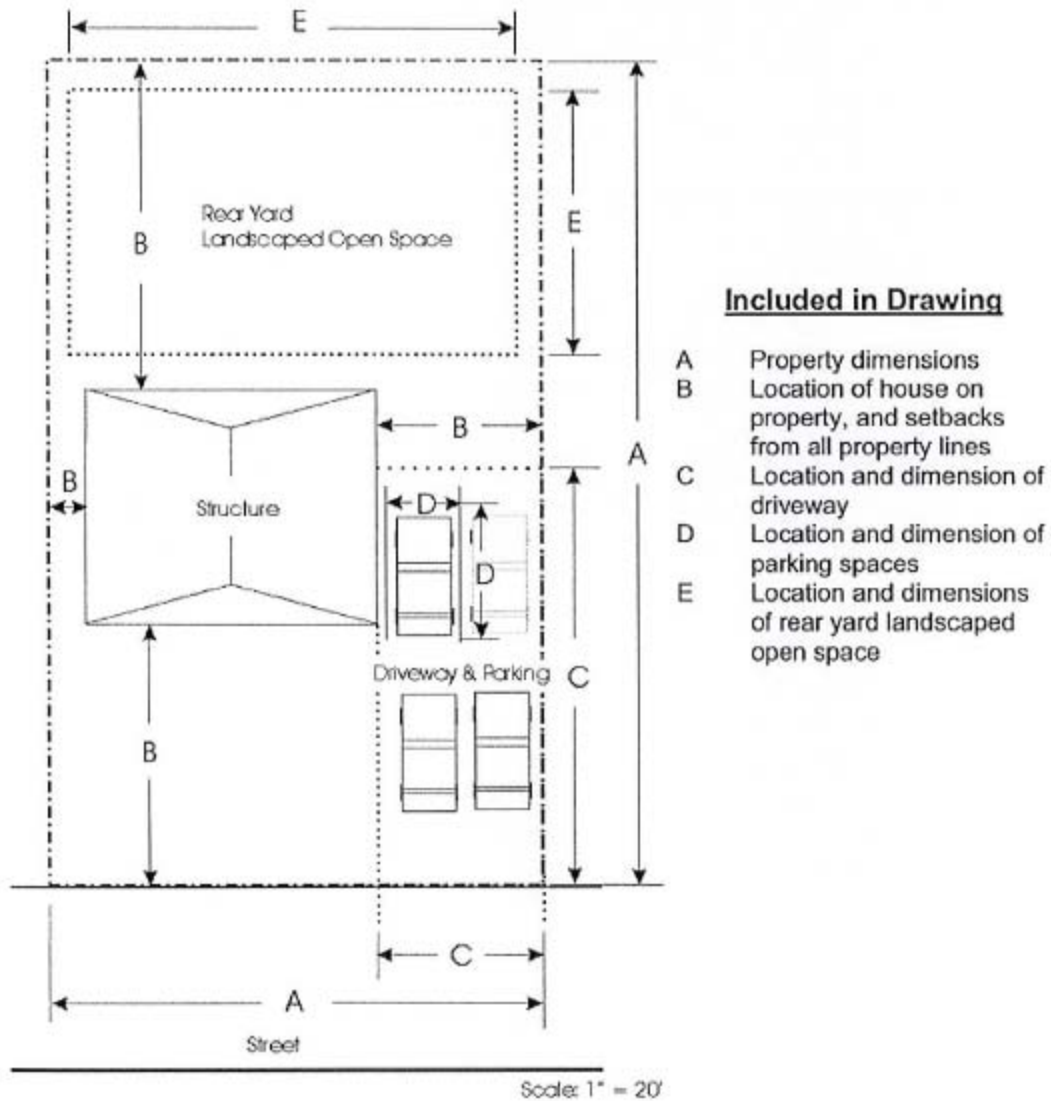
Read a FIRST, SECOND and THIRD TIME and

FINALLY PASSED this 13th day of December, 2004

"Daniel Mathieson"
Mayor – Daniel B. Mathieson

"Joan Thomson"
City Clerk – Joan Thomson

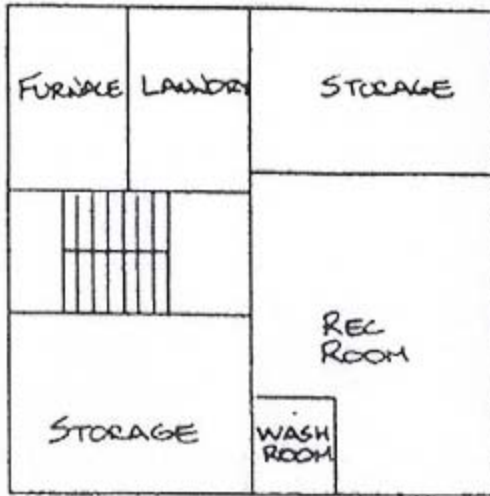
Site Plan Layout For a Three (3) Room Bed & Breakfast



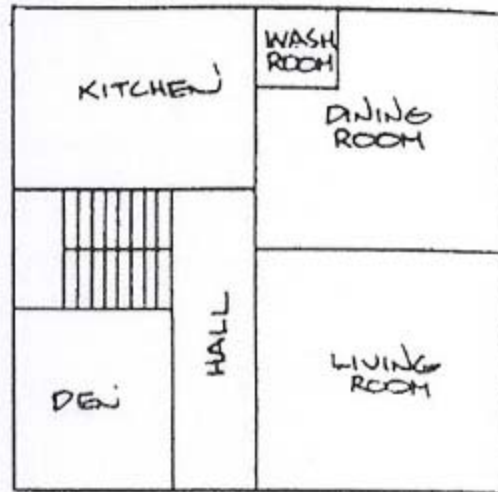
NOTE

Drawing must be to scale. Please insure scale is indicated on the drawing.
(i.e. Scale: 1" = 20')

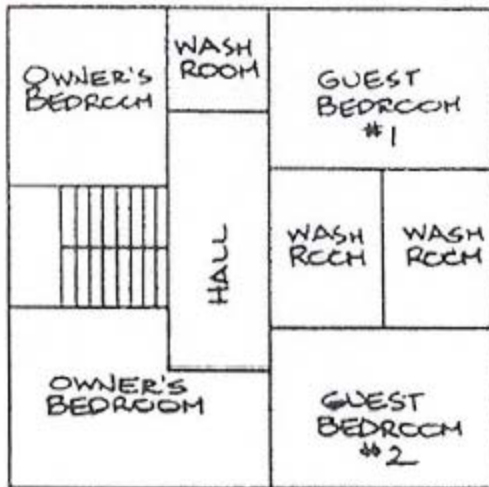
Sample of Required Floor Plan Layouts



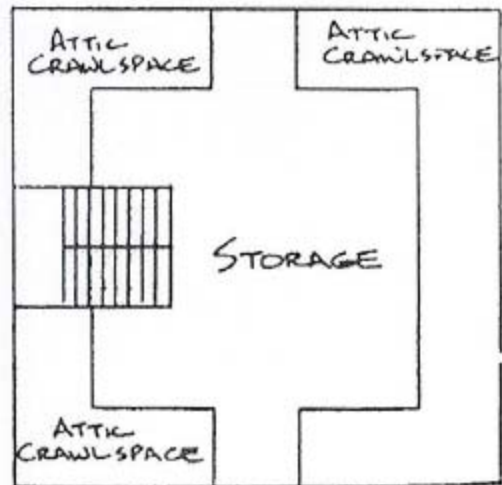
BASEMENT



1ST FLOOR



2ND FLOOR



3RD FLOOR (ATTIC)



Change of Use Checklists for Buildings Attachment "A"

Location: _____

Inspector: _____

Number of Suites to be created: _____ Date: _____

Checklist of code requirements as they apply to the new occupancy that the building is to support; and whether **designer review is required**:

- | | | | | |
|---|--------------------------|-----|--------------------------|-----|
| 3.8./9.5.2 Barrier Free Design if \geq 4 suites | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 3.3.1.8./9.5.3. Headroom Clearance Ceiling Height | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 3.7.2./9.7. Windows and Skylights
minimum unobstructed open area, min size | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 3.1.5./3.1.13./9.10.17. Flame Spread
fire stops, suites, corridors, exits | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 3.7.4./9.31. Plumbing Facilities | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| Part 6/9.32. Ventilation Requirements | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 3.3.1.2./9.10.1.4./ 6.2.2.6 NFPA 96 HOOD
(if no - letter and menu required to be submitted) | <input type="checkbox"/> | N/A | <input type="checkbox"/> | Yes |
| 3.1.9./9.34. Location of Electrical equipment in public areas,
recessed fixtures type & location of wiring | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 3.2.7./9.34.2 Lighting Outlets Front light at every entrance,
stairs, public areas, basements, garages, etc. | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 3.2.7./9.34.3 Emergency Lights | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 3.7.6./ 9.1.1.6. Food Premises
(5 or more suites, OBC definition) | <input type="checkbox"/> | N/A | <input type="checkbox"/> | Yes |
| | | | <input type="checkbox"/> | No |



3.11./1.1.2.2. Public Pool N/A Yes No
 (6 or more suites, OBC definition)

Note: Part 11 “compliance alternatives” may be substituted for Part 9 requirements. The designer may propose an “alternative solution” to the Chief Building Official as an alternative to an “acceptable solution” (see OBC definitions).

Performance Level

Note: If the performance level is reduced then **upgrades** in compliance with Part 3 or Part 9 or “compliance alternatives” in Part 11 are required to increase the performance level of the building. The designer may propose an “alternative solution” to the Chief Building Official as an alternative to an “acceptable solution” (see OBC definitions)

Performance Item	Designer Yes	Designer No
10.3.2.2 (1)(2) Structural Adequacy		
10.3.2.2(3) Early Warning and Evacuation exit signs, emergency lights, fire alarms, smoke alarms, travel distance, number of exits		
10.3.2.2(4)(5) HI – CI		
10.3.2.2(9) Fire Separation of major occupancies		
10.3.2.2(11) Sewage Systems		

Note:

1. A change of use permit is required to be issued if no construction is required.
2. A building permit is required to be issued if construction is required.
3. If applicable, health unit review of kitchen/pool may be required. Health Unit phone number 519-271-7600.
4. To obtain a building permit the following submission is required.
 - a. Permit application
 - b. Two (2) sets of construction drawings, including site plans
 - i. Including any upgrades required by the health unit
 - c. Any other information as required (i.e. specifications)
 - d. Report from Health Unit (if applicable)
 - e. Letter regarding grease-laden vapours and a copy of the menu if applicable and it is proposed not to install an NFPA 96 hood.
 - f. Applicable fees
- 5. If a Change of use to a Bed & Breakfast Establishment is proposed an application for Bed & Breakfast License is required to be submitted concurrently with the Change of Use or Building Permit Application.**
6. Designer shall be qualified as required by the Building Code and Building Code Act.
7. This form is intended to aid the designer in the review of the Building Code requirements and in no way is meant to limit compliance with the Building Code. If you have any questions, please call the City of Stratford Development Services (519) 271-0250 extension 345.



Building Department Requirements for Accessory Guest Rooms, B&B Establishments and Guest Homes with Three (3) Rental Rooms or More

The intent of the Building Department is to assist owners or potential owners to meet the requirements of The Ontario Building Code. It is important to remember that your building will no longer be classified as a single family detached dwelling it will be classified as a boarding, lodging and rooming house and therefore must meet more stringent health and safety requirements including fire safety requirements due to this change of use even if no construction is proposed.

It is not the intention of the Building Department to design fire safety upgrades to meet the requirements of The Ontario Building Code. It is the responsibility of the owner to comply with the requirements of The Ontario Building Code.

Single family homes that are to be converted to boarding, lodging and rooming houses typically lack a number of health and safety requirements including fire safety requirements such as fire separations. The Building Department, as a service to owners or prospective owners, will undertake a preliminary review of the building with a "Change of Use Checklist", see Attachment A, that will identify probable Ontario Building Code deficiencies which need to be reviewed by the owner's/prospective owner's qualified designer to determine required construction upgrades.

A building permit application accompanied by two (2) sets of scale construction drawings (drawings to include floor plans of all floors with all rooms labeled) and two (2) scale site plan drawings completed by a qualified designer along with the appropriate fee shall be submitted to the building department by the owner or authorized agent.

During review of the submitted permit application further information may be required to determine compliance with Ontario Building Code and applicable laws such as the City of Stratford Zoning By-law.

Upon issuance of a building permit, construction shall commence to complete the change of use. Building inspections during and upon completion of work will be required. An occupancy permit will be required to be issued by the Building Inspector prior to issuance of a Licence (other requirements may also need to be met to obtain the required licence) to operate Accessory Guest Rooms, B&B Establishments or Guest Homes.



Zoning By-Law No. 201-2000 of The Corporation of the City of Stratford

1. Definitions

Accessory Guest Room means a habitable room intended for sleeping accommodation, with or without meals, that is provided for a fee and that is clearly incidental, secondary and subordinate to the single detached dwelling within which it is situated.

Bed and Breakfast Establishment or Guest House means a single detached dwelling of an owner, being an owner in fee simple or as joint tenants or tenants in common, who resides therein as his principal residence and containing at least one (1) bedroom for his exclusive use and containing at least two (2) accessory guest rooms for the purposes of supplying temporary living accommodation to the public, for a fee. For the purposes of this definition an owner may be a corporation of not more than two (2) shareholders who reside therein as their principal residence.

Principal Residence means the customary or usual place of residence of a person, which is most likely to be identified by that person as his or her place of residence for financial, legal and government related purposes and notwithstanding the foregoing includes the place of residence of a person while attending a school or a person employed by the Stratford Festival on a seasonal basis.

2. Permitted Zones and Maximum Number of Guest Rooms

- a) one accessory guest room is permitted in any single detached dwelling.
- b) in the Residential First Density (R1) Zone up to a maximum of four (4) accessory guest rooms on a lot which has frontage on a collector road or an arterial road as classified on Schedule "B" to this By-law and more than four (4) accessory guest rooms in an existing dwelling where the lot has frontage on Erie Street, Huron Street or Ontario Street provided all other requirements herein are satisfied;
- c) in the Residential Second Density (R2) Zone and Residential Third Density (R3) Zone up to a maximum of four (4) accessory guest rooms except on a lot which fronts on Erie Street, Huron Street or Ontario Street where the maximum number of accessory guest rooms in an existing dwelling may be greater than four (4) provided all other requirements herein are satisfied;

- d) in the Mixed Use Residential (MUR) Zone, Highway Commercial (C2) Zone and Central Commercial (C3) Zone where the maximum number of accessory guest rooms may be greater than four (4) provided all other requirements herein are satisfied.

3. Parking Requirements

A minimum of one (1) parking space plus one (1) parking space per accessory guest room provided that:

- a) no parking shall be permitted in a front yard or exterior side yard other than in a driveway;
- b) no parking shall be permitted in an interior side yard unless a separation distance of one (1.0) metre is maintained from the side lot line;
- c) no parking shall be permitted in a rear yard unless a separation distance of one (1.0) metre is maintained from a lot line and a minimum of sixty (60) percent of the rear yard is maintained as landscaped open space;
- d) a planting strip having a maximum height of two (2.0) metres shall be provided and maintained adjacent to a parking area and driveway where four (4) or more parking spaces are required in accordance with Section 3.14 hereof;
- e) tandem parking shall be permitted;
- f) all required parking spaces shall be provided on the same lot occupied by the Bed and Breakfast establishment or Guest Home.
- g) the minimum width for a parking space shall be 2.4 metres and the minimum length shall be 6 metres.

4. Private Street

A bed and breakfast establishment or guest house shall not be permitted on a lot which has frontage on and access to a private street.