

SHORT TERM RENTAL / BED & BREAKFAST

Checklist

(250) 836 2477
446 Main Street
PO Box 219, Sicamous, BC V0E 2V0
sicamous.ca

Sicamous
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Please note that incomplete applications may not be accepted and will take longer to process.

Application Form (please complete in full and sign the form)

Title (pulled from the land title office within 30 days of the application)

PST & MRDT Registration

Pre-Inspection Checklist (please complete this checklist to help you prepare for inspection)

Parking Plan (to scale, all units in metric; see attached diagram for information required to be included)

Fire Safety Plan (to scale, all units in metric; see attached diagram for information required to be included)

Fees (please refer to fee schedule in Fees and Charges Bylaw)

May be Requested

Strata Consent Form (this is required to confirm that a strata property may be used for short term rental)

Agent Authorization Form (required where the applicant not an owner or there are multiple owners)

Sign Permit Application (necessary if you plan on erecting a sign)

PARKING CALCULATION Each required parking space must be located entirely on your property.*

Required: 1/Space per Bedroom; Min. size: 2.75m wide by 6m long → # of parking spaces should be equal to the number of bedrooms for a Bed & Breakfast or Short Term Rental

# Bedrooms	# parking spaces
<i>Bed & Breakfast:</i> 3	3
<i>Principal Residence:</i> 1	2
Total	

BEFORE YOU APPLY

Have you...discussed your business with planning staff?

Have you...made note of whether or not the property is zoned for short term rental or bed & breakfast?

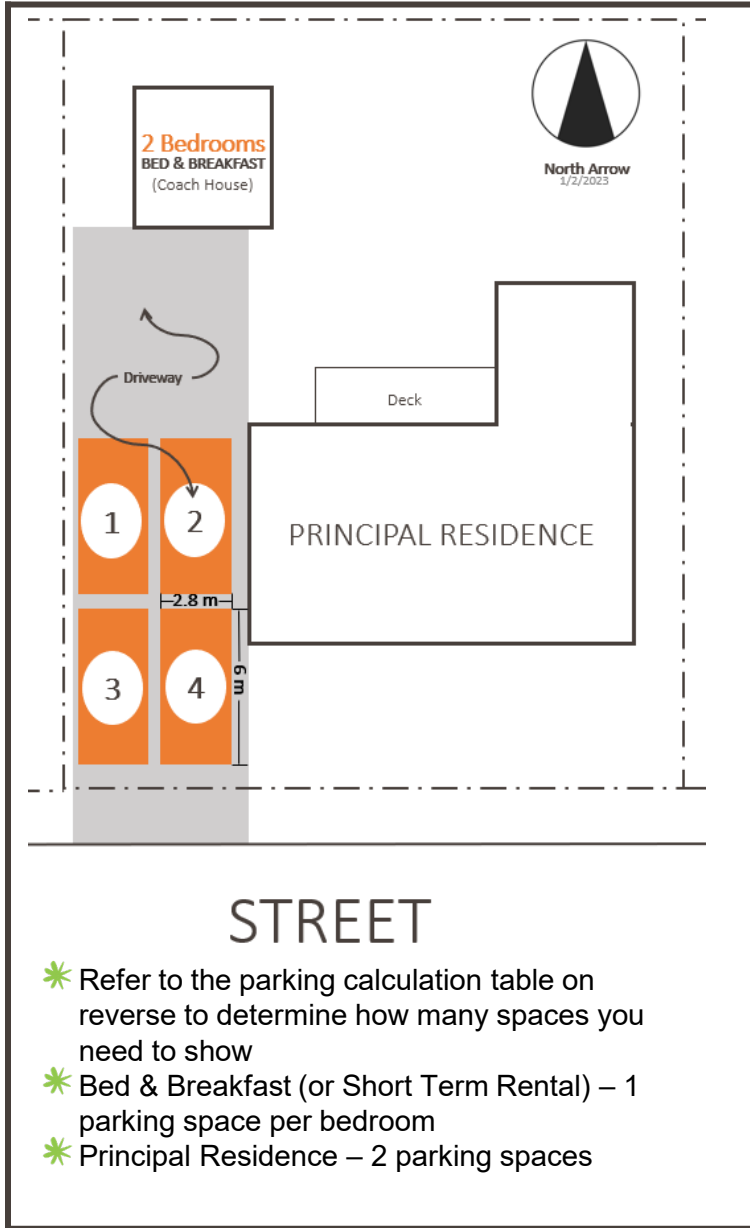
Have you...completed the Pre-Inspection Checklist?

Do you...have enough parking for the number of bedrooms in the dwelling?

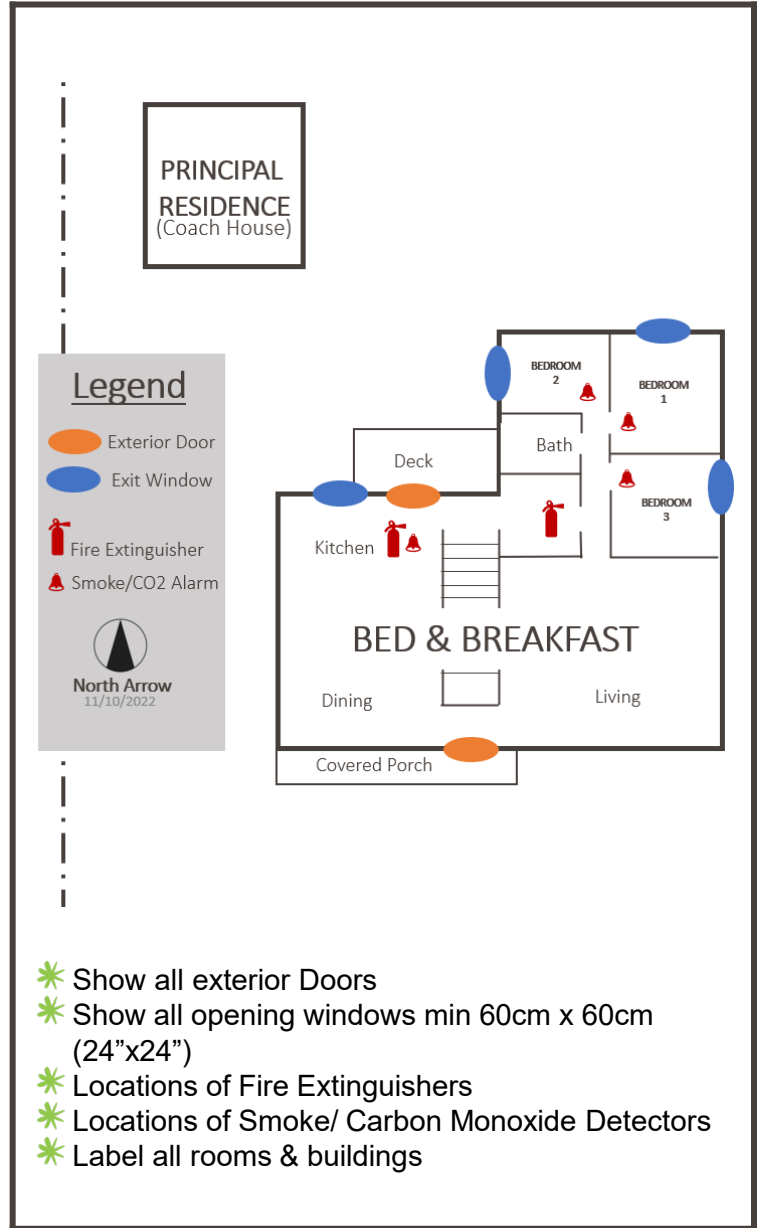
Have you...contacted your strata to see if the short term rental may be effected by a strata bylaw enacted under the *Strata Property Act*?



Parking Plan Guide



Fire Plan Guide



Have Questions?
Need Help?

Contact Development Services:

In Person Town Hall, 466 Main Street, Sicamous 8:30AM – 4:30PM
Phone (250) 836 2477 | Email DevelopmentServices@sicamous.ca

