



District of West Vancouver

**Business Licence Bylaw No. 4455, 2005,
Amendment Bylaw No. 5357, 2024**

Effective Date:

Business Licence Bylaw No. 4455, 2005, Amendment Bylaw No. 5357, 2024

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District of West Vancouver

Business Licence Bylaw No. 4455, 2005, Amendment Bylaw No. 5357, 2024

A bylaw to amend the Business Licence Bylaw No. 4455, 2005 to permit, regulate, and licence short-term rental accommodations in the District of West Vancouver.

Previous amendments: Amendment bylaws 4596; 4611; 4656; 5060; 5137; 5176; 5238; 5317; 5329.

WHEREAS the Council of The Corporation of the District of West Vancouver deems it expedient to provide for amendment to the Business Licence Bylaw No. 4455, 2005 to permit and regulate short-term rental accommodation;

NOW THEREFORE, the Council of The Corporation of the District of West Vancouver enacts as follows:

Part 1 Citation

- 1.1 This bylaw may be cited as Business Licence Bylaw No. 4455, 2005, Amendment Bylaw No. 5357, 2024.

Part 2 Severability

- 2.1 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

Part 3 Part 4, Part 5, and Part 7 Amendments

- 3.1 The District of West Vancouver Business Licence Bylaw No. 4455, 2005 is hereby amended as follows:

- 3.1.1 Part 4 Definitions is amended by deleting the definition of Dwelling Unit and replacing it with the following:

“**Dwelling**” has the meaning ascribed to it by Section 110 Definitions of Zoning Bylaw No. 4662, 2010;

- 3.1.2 Part 4 Definitions is amended by deleting the definition of Cooking Facilities and replacing it with the following:

“Cooking Facilities” means equipment, devices or appliances that can be utilized to prepare a meal within a dwelling and includes a sink, countertop, gas or electric range or stove, counter-top cooking unit, hot plate, wall oven microwave oven, convection oven, toaster oven, electric frying pan, electric wok, pressure cooker, crock pot, cabinet for the storage of food or any other such culinary facility or any combination of such culinary facilities and includes the arrangement of service lines which provide the energy source being used or intended to be used to service such facilities;

- 3.1.3 Part 4 Definitions is amended by deleting the definition of Detached Secondary Suite and replacing it with the following:

“Detached Secondary Suite” means a detached Dwelling accessory to a single family dwelling use;

- 3.1.4 Part 4 Definitions is amended by deleting the definition of Secondary Suite and replacing it with the following:

“Secondary Suite” means a Dwelling accessory to a single family or two family dwelling use;

- 3.1.5 Part 4 Definitions is amended by inserting the following definitions in correct alphabetical order:

“Market” means to offer, promote, canvass, solicit, advertise, or facilitate short-term rental accommodation, and includes placing, posting or erecting advertisements physically or online, but does not include the mere provision of a neutral space or location for such marketing in newspapers, bulletin boards, or online;

“Principal Residence” means the primary place where an individual lives, makes their home, and conducts their daily affairs, including paying bills and receiving mail, and without limiting the foregoing is the address listed on documentation for personal identification, taxation, and insurance purposes;

“Short-Term Rental Accommodation” means the use of a dwelling, or one or more bedrooms in a dwelling, as accommodation for a period of less than 30 consecutive days, including Short-Term Rental Accommodation – Dwelling Unit and Short-Term Rental Accommodation – Lodger / Room, but does not include a bed and breakfast or accommodation provided to lodgers;

“Short-Term Rental Accommodation – Dwelling Unit ” means a dwelling unit, including cooking facilities, that is used or marketed for rent or lease for a period of less than 30 consecutive days;

“Short-Term Rental Accommodation – Lodger / Room” means a portion of a dwelling unit, without cooking facilities, that is used or marketed for rent or lease of one or more bedrooms for a period of less than 30 consecutive days;

3.1.6 Part 5 Licence is amended by inserting the new subsection 5.6.6 in numerical order:

“5.6.6 No person shall obstruct the Inspector, Fire Chief, or any other authorized individual in the administration and enforcement of this Bylaw.”

3.1.7 Part 7 Specific Regulations is amended by inserting the new subsection 7.10 in numerical order:

“7.10 Short-Term Rental Accommodation

7.10.1 Every person carrying on the business or operation of a short-term rental accommodation must not:

- (a) Operate a short-term rental accommodation without having first obtained a valid licence to do so from the District Inspector;
- (b) Market any short-term rental accommodation unless they hold a valid licence, and the District licence number is displayed in a conspicuous place in any medium or material used to market the short-term rental accommodation;
- (c) Provide short-term rental accommodation to more than 6 guests at any one time;
- (d) Operate or market more than one short-term rental accommodation;

- (e) Operate or market a short-term rental accommodation in any vehicle, trailer, recreational vehicle or unlicensed secondary suite;
- (f) Permit cooking facilities in a portion of a dwelling unit used or marketed as short-term rental accommodation – lodger / room;
- (g) Operate or market a short-term rental accommodation in any dwelling unit that is not the principal residence of such person;
- (h) Hold more than one licence to operate a short-term rental accommodation; or
- (i) Breach any term or condition of their short-term rental accommodation licence.

7.10.2 Every person carrying on the business or operation of a short-term rental accommodation, and every person who holds a short-term rental accommodation licence, as a term and condition of the licence, must:

- (a) Obtain the written approval of the property owner, landlord and Strata Corporation, if applicable, and provide evidence of written approval to the District Inspector upon request;
- (b) Maintain and provide to the District Inspector upon request a list of the dates, duration, and group size of all bookings for the premises;
- (c) Provide to the District and all guests the contact information for a person who must be able to promptly respond to an inquiry, complaint, or emergency;
- (d) Submit to the District a plan and description of the proposed parking arrangement for guests of the short-term rental accommodation;
- (e) Submit to the District documentation to confirm principal residency;
- (f) Post a fire safety plan by all entrances and exits to the short-term rental accommodation;
- (g) Have an accessible fire extinguisher on each floor of the short-term rental accommodation;
- (h) Have interconnected smoke alarms on each floor and in each bedroom of the short-term rental accommodation;

- (i) Have at least one carbon monoxide detector on each floor of the short-term rental accommodation that contains one or more gas appliances;
- (j) Have all smoke alarms, fire extinguishers, and carbon monoxide detectors in the short-term rental accommodation inspected and tested annually, and keep a written record of such inspections and tests;
- (k) Maintain all smoke alarms, fire extinguishers, and carbon monoxide detectors in the short-term rental accommodation in working order;
- (l) Produce inspection, maintenance, and construction records regarding the fire alarm system and fire separations, type of short-term rental accommodation, and any other records related to the business to the Inspector or Fire Chief upon request; and
- (j) Provide the Inspector or Fire Chief, or any member of staff authorized by the Inspector or Fire Chief, access to the short-term rental accommodation at any reasonable hour.

Part 4 Effective Date

- 4.1 Business Licence Bylaw No. 4455, 2005, Amendment Bylaw No. 5357, 2024 will be effective on January 1, 2025, or as otherwise specified in the schedules.

READ A FIRST TIME on September 23, 2024

READ A SECOND TIME on September 23, 2024

READ A THIRD TIME on September 23, 2024

ADOPTED by the Council on

Mayor

Corporate Officer