Short-Term Rental
Declaration

OWNER(S) INFORMATION	
Name:	Name:
Mailing Address:	Mailing Address:
Phone:	Phone:
Email:	Email:

**If there are additional owners registered on title, please attach their information on a separate sheet*

NOTICE OF COLLECTION OF PERSONAL INFORMATION
The personal information on this form is being collected in accordance with Section 26 of the *Freedom of Information and Protection of Privacy Act (FIPPA)* and will be collected, used or disclosed only in a manner consistent with the administration of the management of development of the Regional District of Central Kootenay. If you have any questions about the collection, use or disclosure of this information, please contact the Regional District of Central Kootenay Privacy Officer at 250-352-6665 (toll free 1-800-268-7325), foi@rdck.bc.ca, or RDCK Privacy Officer, Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4

PROPERTY INFORMATION	
Civic Address:	Electoral Area:
Legal Description:	Parcel Identifier (PID):
Zoning:	Lot Size:
Existing Land Use and Structures:	
Is the property in the Agricultural Land Reserve: ☐ No ☐ Yes	

SHORT-TERM RENTAL INFORMATION

Brief description of Short-Term Rental (STR):

Type of STR:

Please refer to the glossary on page 4 to confirm your understanding of the below terms.

☐ Bedroom(s) within a single detached house shared with the proprietor (refer to ***Bed & Breakfast***)
Number of bedrooms?

☐ Entire home (refer to ***Principal Dwelling, Single Detached Housing, Duplex Housing and Multi-Unit Housing***)
Type of residence(s)?
Number of units?
Number of bedrooms?

☐ Self contained unit within a single detached house (refer to ***Secondary Suite***)
Number of units?

☐ Detached secondary residence (refer to ***Cabin*** or ***Detached Accessory Dwelling Unit***)
Number of buildings?
What is the ***Gross Floor Area*** of each building?

☐ Within a ***Recreational Vehicle***(s)
Number of RVs?
Has the RV been altered from its original form?

☐ Campsite only (refer to ***Campground***)
How many sites?
Describe the amenities available for campers (e.g. washrooms, hook-ups etc.)

☐ Other

What is the maximum occupancy of the STR?

people

Is there a kitchen associated with the STR?

Where kitchen means facilities intended to be used for the preparation or cooking of food and includes any room or portion of a room containing cooking appliances including, without limitation, stoves or ovens.

☐ Yes
☐ No

Does the proprietor of the STR reside in the principal dwelling on the property?

Where principal dwelling means a principal dwelling unit that consists of a self-contained set of rooms located in a building; is used or intended for use as a residential premises, and contains kitchen and bathroom facilities that are intended to be exclusive to the unit; and is not an accessory dwelling unit, or any vehicle.

☐ Yes
☐ No

Are there any employees for the STR who are not a resident of the premises?

☐ Yes If yes how many?
☐ No

Is there signage for the business?

☐ Yes If yes how many signs and what are their size?
☐ No

Is guest parking available?

Where a parking space has a length of not less than 5.8 metres and a width of not less than 2.6 metres and a height of not less than 2.2 metres.

parking spaces

DECLARATION

I, the undersigned, hereby certify that the information provided with respect to this application is full and complete and is, to the best of my knowledge, a true statement of the facts related to this application.

_____ _____
Signature of Owner Date

_____
Print Name of Owner

OFFICE USE ONLY

The short-term rental described above meets the regulations of [bylaw no.]

_____ _____
Initial of RDCK staff Date

_____
Name and Title

The short-term rental has not been reviewed for compliance with the BC Building Code, and RDCK staff review is limited to compliance with zoning bylaw regulations only.

GLOSSARY
Bed & Breakfast means an accessory use located wholly within single detached housing that provides temporary lodging for tourists and visitors. It includes rooms within the house and does not include a kitchen.
Cabin means a small structure that may or may not have kitchen and sanitary facilities intended for temporary or seasonal residential purposes or temporary lodging for tourists and visitors.
Campground means a site used or intended to be used for temporary accommodation of persons in recreational vehicles or tents for less than 30 consecutive days but excludes a manufactured home park.
Detached Accessory Dwelling Unit means a building, or part of a building with self-contained kitchen, living, sleeping and sanitary facilities that is secondary to a principal dwelling located on the same property. This would include a guest house or carriage house that is smaller and secondary to the main home.
Duplex Housing means a building designed exclusively to accommodate two households living independently in separate dwelling units above, below or beside each other. This type of development is designed and constructed as two dwelling units at initial construction.
Gross Floor Area means the sum of the horizontal areas of each storey of the building measured from the exterior faces of the exterior walls. The gross floor area measurement is exclusive of areas of crawl spaces, unfinished attics, attached garages, carports, and unenclosed porches, balconies and terraces.
Multi-Unit Housing means a detached building, used exclusively for residential purposes, consisting of three or more dwelling units, either with private individual access or common access intended to be used as a residence by three or more households living independently of each other. This would include townhouses and apartment buildings.
Principal Dwelling means a principal dwelling unit that consists of a self-contained set of rooms located in a building; is used or intended for use as a residential premises, and contains kitchen and bathroom facilities that are intended to be exclusive to the unit; and is not an accessory dwelling unit, or any vehicle.
Recreational Vehicle means a vehicle, either designed to be towed behind a motor vehicle or self propelled, and includes such vehicles commonly known as travel trailers, fifth wheels, campers, motor homes, or other similar vehicles designed to provide temporary accommodation for recreational, camping, or travel use.
Secondary Suite means one or more rooms with self-contained kitchen, living, sleeping and sanitary facilities that is located in single detached housing. It is part of the house but has its own access, bathroom, kitchen, and bedroom(s). This would include basement suites.
Single Detached Housing means a detached building containing only one dwelling unit, designed exclusively for occupancy by one household. Where a secondary suite is permitted, this use class may contain a secondary suite. This use includes manufactured homes.