

# District of Saanich Business Licence Application Bed and Breakfast

Business Account Number (Office use only):

CFS Number (Office use only):

Business Name:		Company Ownership Name (i.e. ABC Ltd.):	
<b>Applicant(s) Name and Address</b>			
First		Last	
Address		City	Postal Code
Phone Number:		Email:	
First		Last	
Address		City	Postal Code
Phone Number:		Email:	
<b>Business Information</b>			
Number of Owners:	Proposed Location Opening Date:		CRA Business Number (If applicable):
Business Telephone Number:	Home Phone Number or Cell Phone Number:	Business Email or Other Email:	
Business Website:	Zoning:		
<b>Accommodation Details</b>			
Number of sleeping units:		Sleeping unit sq. ft., if multiple please list all (Common areas, kitchens, and outdoor space are <b>not</b> included):	
Parking Space(s) Provided:			
<b>WILL ANYONE BE RENOVATING OR ALTERING THE PREMISES?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO			
Description of proposed changes:			

## Applicant Checklist

- ☐ Have you submitted a copy of a valid photo ID? Please submit a valid photo ID and address with application.
- ☐ Confirm that Home Occupation uses are permitted. Home Occupation means a use accessory to a residential use where a resident carries on an occupation or practices a profession. For further information regarding permitted uses, refer to Saanich Zoning Bylaw No. 8200 Section 5.5 or email [zoning@saanich.ca](mailto:zoning@saanich.ca)
- ☐ Have you read the Saanich Bed and Breakfast Guidelines?  
<https://www.saanich.ca/blt>

## IMPORTANT NOTICE

- **Short-Term Rentals that are not a licensed Bed and Breakfast or tourist accommodation are not permitted in Saanich.**
- **Short-Term Rental** means the renting of a dwelling unit, or one or more sleeping units in a dwelling unit, for overnight accommodation for a period of less than 30 consecutive days but does not include Bed and Breakfast or Tourist Accommodation.
- **Bed and Breakfast** means a home occupation use providing temporary accommodation to guests that involves the use of sleeping units in a dwelling unit where the room rental rate includes breakfast provided on the premises.
- **Tourist Accommodation** means a use providing for the accommodation of the transient public in individual dwelling units or sleeping units; may include within the principal building licensed premises, dining facilities, meeting rooms, personal services, and retail sales.
- Bed and Breakfast hosts are required to display a valid business licence number on their listing. If a listing does not include a valid business license where required by the local government, the short-term rental platform must remove the listing at the request of the District.
- All business licences are issued in conformance with the District of Saanich BUSINESS LICENCE BYLAW, 2002, No. 8213 as amended.

By submitting this business licence application, the listed applicant hereby declares that all the information is correct and that they will comply with the bylaws and regulations of The District of Saanich.

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Date**

This collection of personal information is authorized under the Local Government Act, Community Charter and section 26(c) of the Freedom of Information and Protection of Privacy Act. The information will be used for processing this application. Questions can be directed to the District's Privacy Officer at 770 Vernon Avenue, Victoria BC V8X 2W7 t. 250-475-1775, email [foi@saanich.ca](mailto:foi@saanich.ca)

### **THIS SECTION IS FOR OFFICE USE ONLY**

Department	Approval	Date	Comments	Bylaw Rate(s)
Planning				Category:
Fire				Intermunicipal:
Inspections				Fee:
LBO				Inspector:
Conditions:				
<input type="checkbox"/> Max 40 m2 can be used for bed and breakfast <input type="checkbox"/> Primary Residency <input type="checkbox"/> Portable Fire Extinguishers				
<input type="checkbox"/> Smoke Alarms <input type="checkbox"/> Carbon Monoxide (CO) Alarms <input type="checkbox"/> Egress from Bedrooms				