



## Community Meeting Information & Discussion Points

### Overview

The Cultus Lake Park Board has made the decision to put a process in place to permit/license Short-term Rentals, Bed & Breakfasts, Secondary Suites and Home-based Businesses in the Park. The Board and staff are in the planning process, which includes research and the development of options to effectively implement and manage these new elements in a way that allows Cultus Lake Park to continue as a great place to live, work and play.

### Definitions

For the purpose of this document and the community meeting, below are definitions for Short-term Rentals, Bed & Breakfasts, Secondary Suites and Home-based Businesses.

#### **Short-term Rentals**

A Short-term Rental is the rental of a dwelling unit or bedroom for periods of less than one month. Short-term Rentals are commonly referred to as "AirBnB," "home sharing" or "vacation rentals." Online advertising platforms include: AirBnB, VRBO, HomeAway, FlipKey and others.

#### **Bed & Breakfasts**

A Bed & Breakfast is a small business located within a home, with the hosts living in the house at the same time as the guests, offering overnight accommodation and breakfast. Often, the hosts prepare the breakfast and clean the rooms, but some hire staff for cleaning or cooking. Some online advertising platforms for Bed & Breakfasts include: AirBnB, VRBO, HomeAway, FlipKey and others.

#### **Secondary Suites**

A Secondary Suite is a self-contained dwelling unit in an occupied, single-family home that has its own entrance, kitchen, bathroom and living area. It is typically restricted in size, based on the size of the principal dwelling. They are often found on the basement level of homes and may be referred to as "basement" or "in-law" suites.

#### **Home-based Businesses**

A Home-based Business is a small business where the homeowner or renter's office is located in their residence. To be considered a Home-based Business, a person needs to be running a business out of the same premises as their primary residence. In addition to location, Home-based Businesses are usually defined by having a very small number of employees or with just the one person (the owner) working in the business.

### Community Meeting

Cultus Lake Park is hosting a community meeting in order to gather feedback and ideas from residential leaseholders about the management of Short-term Rentals, Bed & Breakfasts, Secondary Suites and Home-based Businesses.

The community meeting is set to be held:

- **Date:** February 3, 2020
- **Time:** 6:30 p.m. – 8 p.m.
- **Location:** Cultus Lake Community School (71 Sunnyside Blvd, Cultus Lake)



Cultus Lake Park Board Chair Joe Lamb will open the meeting and provide an overview of the purpose and format of the meeting for approximately 10 minutes. Then, residential leaseholders will be asked to visit “Conversation Stations.” Each of the four Conversation Stations will have a Cultus Lake Park Commissioner and/or staff member(s) to speak with.

Each Conversation Station will focus on an important aspect regarding Short-term Rentals, Bed and Breakfasts, Secondary Suites and Home-based Businesses in Cultus Lake Park. They are:

### **Conversation Station 1: Overview of Short-term Rentals, Bed & Breakfasts, Secondary Suites and Home-based Businesses**

This Conversation Station will provide a description of each of the elements being introduced into Cultus Lake Park.

Some discussion points to consider for the meeting include:

- What should be the maximum occupancy numbers for Short-term Rentals, Bed & Breakfasts and Secondary Suites?
- What policy should be put in place regarding those renting Short-term Rentals or Secondary Suites and hosting a party?
- What types of Home-based Businesses are acceptable in Cultus Lake Park?
- What does this mean for current residential leases?
- What type of parking limitations or allowances should be in place?

### **Conversation Station 2: Permits/Licences & Leases**

This Conversation Station will provide information on draft concepts developed by Park staff for permits/licences and leases for Short-term Rentals, Bed & Breakfasts, Secondary Suites and Home-based Businesses.

Some discussion points to consider for the meeting include:

- What happens to Short-term Rentals, Bed & Breakfasts, Secondary Suites and Home-based Businesses that are already in place in Cultus Lake Park?
- Should more than one of these be allowed in the same house? (For example: Short-term Rental and a Home-based Business.)
- What are reasonable costs for a permit/licence for Short-term Rentals, Bed & Breakfasts, Secondary Suites and Home-based Businesses?
- How long should a permit/licence be issued for? Annually? For one year (initial year), with a renewal option for two, three, four or five years?
- What are the specific elements that should stop Cultus Lake Park from issuing permits/licences to leaseholders applying for Short-term Rentals, Bed & Breakfasts, Secondary Suites or Home-based Businesses?
- Should residents be notified when Short-term Rentals, Bed & Breakfasts, Secondary Suites and Home-based Businesses are approved?

### **Conversation Station 3: Bylaws and Enforcement**

This Conversation Station will offer information on draft bylaws and fines for Short-term Rentals, Bed & Breakfasts, Secondary Suites and Home-based Businesses and will provide information on security, policing, bylaw enforcement and other actions focused on keeping the community safe and secure.



Some discussion points to consider for the meeting include:

- What does “zero tolerance” of bylaw infractions mean to you?
- What bylaws need to be put in place to ensure that Short-term Rentals, Bed & Breakfasts, Secondary Suites and Home-based Businesses are effectively managed in Cultus Lake Park?
- If someone renting a Short-term Rental, Bed & Breakfast or Secondary Suite is breaking a bylaw, who should be notified and/or fined? (The person renting, the leaseholder or both?)
- Who should leaseholders call if someone from a Short-term Rental, Bed & Breakfast, Secondary Suite or Home-based Business is breaking a bylaw or even a law?
- How much should fines be if a bylaw is broken by someone in a Short-term Rental, Bed & Breakfast, Secondary Suite or visiting a Home-based Business?

#### **Conversation Station 4: Input, Feedback & Ideas**

This Conversation Station will focus on general input, feedback and ideas about Short-term Rentals, Bed & Breakfasts, Secondary Suites and Home-based Businesses.

Some discussion points to consider for the meeting include:

- What is the priority for Cultus Lake Park when it comes to Short-term Rentals, Bed & Breakfasts, Secondary Suites and Home-based Businesses?
- How can Cultus Lake Park best manage Short-term Rentals, Bed & Breakfasts, Secondary Suites and Home-based Businesses?

#### **Conclusion**

The feedback and input of the Cultus Lake Park community is crucial in helping Park staff to put processes, policies, permits/licences and bylaws in place to effectively manage Short-term Rentals, Bed & Breakfasts, Secondary Suites and Home-based Businesses.

If you have questions, or if you can't make the community meeting and would like to provide feedback on how to best manage these elements, please email us at: [reception@cultuslake.bc.ca](mailto:reception@cultuslake.bc.ca) or call 604-858-3334.

We look forward to speaking with you at the community meeting!