

# SHORT-TERM RENTALS



## A Guide to Responsibly Running a Short-term Rental at Cultus Lake Park

What you need to know and do to operate a Short-term Rental accommodation in Cultus Lake Park





# SHORT-TERM RENTALS



## Being a Responsible Short-term Rental Operator in Cultus Lake Park

Cultus Lake Park allows residential leaseholders to rent all or a portion of the residence, for a period of less than thirty (30) days. Before you list, advertise or rent your property, you must get a Short-term Rental (STR) permit. Your registration is valid for one (1) year, to commence on January 1 and to be terminated on December 31 of each year. The Annual Short-term Rental Permit renewal should be completed no later than March 15th of each year.

### Before You Rent

- Complete the Short-term Rental Permit Application and provide all necessary supporting documentation ( i.e. floor plan, fire escape plan, etc.)
- Ensure your current Cultus Lake Park lease is in Version 5
- Pay the nonrefundable Application Fee
- Receive approval from Cultus Lake Park
- Pay the Short-term Rental Permit Fee
- Receive your Short-term Rental Permit and Permit Number from the Park office
- Post the Short-term Rental Permit inside the Dwelling Unit
- Contact your Insurance provider to advise the use of the property as a Short-term Rental
- Post your completed Fire Safety Plan / Floor Plan
- Create information package for your guests
- Share your advertising links with the Park office within 15 days of approval

## Advertising Your Short-term Rental

Upon receiving approval from Cultus Lake Park to operate your Short-term rental, your marketing must disclose the following:

- The valid permit number;
- the maximum number of approved parking stalls available to guests;
- the location of the parking available for permits issued; and
- the maximum permitted guest occupancy applicable.

Please note that advertising signs are not permitted on the leased lot.

# SHORT-TERM RENTALS

## Fire Safety Plan

Use the grid below to draw the floor plan of your home and identify the sleeping units\* within the rental space. Provide multiple exits in the case of an emergency and mark all fire extinguishers. Post this plan at entrances and exits of your residence, along with your name, contact information, address of the STR and Emergency contact information.


\*Sleeping Unit means a bedroom and, if approved by the CAO or designate, may include a sofa bed, bunk bed or murphy bed; with a limit of two (2) guests per sleeping unit.

# SHORT-TERM RENTALS



## Information For Your Guests

Cultus Lake Park has a number of bylaws that help make our community a safe and enjoyable place for residents and visitors. It is important to highlight these regulations so that your guests are aware prior to their arrival.

### Noise:

Cultus Lake Park is a popular destination in the summer season, and is home to many full-time residents year round. It is important that guests are mindful of noise and do not disturb or be a nuisance to the neighbours.

### Parking:

Provide designated on site parking stalls for your guests. If you do not have sufficient parking within your property pins, you will need to register their license plate into the online parking permit account.

### Dogs:

Guests who bring their pets must be mindful of noise and do not disturb or be a nuisance to the neighbours. All dogs must be leashed at all times and guests must pick up after their dog.

### Garbage and Recycling:

Your guests should have access to the appropriate garbage and recycling receptables and be made aware of the pickup schedule.

### Smoking & Vaping

Cultus Lake Park is a smoke-free community to contribute to a healthy and safe environment. Guests are not permitted to smoke outside the residential property in any public green spaces, beach or trails.

All Cultus Lake Park Bylaws can be viewed on the park's website at [www.cultuslake.bc.ca/bylaws](http://www.cultuslake.bc.ca/bylaws)

## Have More Questions?

Leasing	Short-term Rental Applications	Bylaw Enforcement
Cultus Lake Park Lease Administrator 604-847-2044 <a href="mailto:leaseadmin@cultuslake.bc.ca">leaseadmin@cultuslake.bc.ca</a>	Cultus Lake Park Reception 604-858-3334 <a href="mailto:reception@cultuslake.bc.ca">reception@cultuslake.bc.ca</a>	Cultus Lake Park Bylaw Enforcement Officer 604-858-5298 <a href="mailto:bylaw@cultuslake.bc.ca">bylaw@cultuslake.bc.ca</a>