



BYLAW

Business Licence Bylaw

No. 520, 2012

Consolidated for convenience February 2026

This Consolidation includes the following Bylaw

Amendments:

520-1, 2013 520-09, 2025

520-3, 2017

520-4, 2022

520-5, 2022

520-6, 2023

520-7, 2024

520-8, 2024

Note: 520-2, 2015 was not proceeded with.

This version of this bylaw is a consolidation of amendments to the original bylaw as of the date specified. This consolidation is done for the convenience of users and accurately reflects the status of this bylaw as of the specified date but must not be construed as the original bylaw and is not admissible in Court unless specifically certified by the Corporate Officer for the District of Sechelt. Persons interested in the definitive wording of this bylaw and its amendments should view the original bylaws at the District of Sechelt.

**DISTRICT OF SEHELTT
Business Licence Bylaw No. 520, 2012**

A bylaw to provide for the licensing of businesses in the District of Sechelt

WHEREAS the *Community Charter, SBC, c. 26, s. 8 (6)* authorizes a council to enact a bylaw to regulate in relation to business, and Division 9 further provides for the regulation of business;

WHEREAS, the Council of the District of Sechelt deems it necessary and expedient to provide for the issuance of business licenses;

NOW THEREFORE, the Council of the District of Sechelt in open meeting assembled enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the "District of Sechelt Business Licence Bylaw No. 520, 2012."

2. Definitions

In this bylaw,

Animal hospital means a hospital for animals including dogs and cats on premises where no animals are kept or boarded except as part of their hospital treatment.

Body Work means the kneading, rubbing, massaging, manipulating, touching or stimulating by any means of the human body by any person for remuneration and includes, but not limited to shiatsu, reflexology, bio-kinesiology, hellerwork, acupressure, reiki, rolfing, and trager approach, but does not include medical, therapeutic, chiropractic treatment given by any person licensed or registered under a statute in the Province of British Columbia governing these activities.

Body Work Studio means any premises in which Body Work occurs.

Business Licence means a licence to operate a for profit or non-profit business in the District of Sechelt.

Contracting shall include building construction, road building, paving, excavation or any of the building trades or sub-trades, including blasting and fabricating.

Direct Door-to-Door Sales shall mean a peddler as defined in this bylaw.

For Profit Business Licence Fee means a licence fee required to operate a for-profit business in the District of Sechelt.

Licence Inspector means the Corporate Officer for the District of Sechelt.

Non-Profit Business means an organization registered as a society in the Province of British Columbia.

Non-Profit Business Licence Fee means a licence fee required to operate a non-profit business in the District of Sechelt.

Peddler means a person selling, taking orders, conducting telephone solicitations, or deploying and demonstrating goods, wares or other merchandise directly to or from the public on a highway or any public place, a private premises or in private premises occupied by the prospective purchaser or in another person's commercial premises.

Proprietor means a person who ultimately controls, governs or directs the activities carried on within the kinds of premises referred to in this bylaw and includes the person actually in charge of the premises.

Short Term Residential Rental means has the same meaning as in the District of Sechelt Zoning Bylaw No. 580, 2022, as amended.

Short-Term Rental Accommodation Marketing means to advertise, market or offer for rent short-term rental accommodation and includes placing or posting advertisements physically or online.

Short-Term Residential Rental Operator means an individual who rents out, or offers for rent, their principal residential property for short-term rental accommodation or otherwise carries on the business of providing short-term residential rental accommodation.

Vending Machine means a machine or device operated by insertion of coin or slug and without limiting the generality of the foregoing, includes a coin operated machine for the selling or disposing or processing of goods or for the purpose of providing music, games, amusements, photocopies, or services of any kind.

3. Applications and Business Licence Fees

3.1 Subject to provisions of the *Community Charter*, no person shall carry on a business within the District of Sechelt unless:

- (a) That person has first paid the business licence fee prescribed for such a business in Fees and Charges Bylaw No. 575, 2019, and its amendments.

- (b) That person is the holder of a valid and subsisting business licence issued by the Licence Inspector under the provisions of this bylaw for each business carried on.
- 32 Every person making application for a business licence for the first time shall pay the prescribed fee for the business licence at the time of issuance.
- 33 Every person carrying on business in the District of Sechelt shall apply for a renewal of a business licence prior to the commencement of each succeeding licence period and shall pay the fee prescribed in Fees & Charges Bylaw No. 575, 2019, and its amendments, for the business licence before the licence is issued.
- 34 A basic business licence fee, in accordance with Fees & Charges Bylaw No. 575, 2019, and its amendments, including basic business categories described in Schedule A to this bylaw shall be reduced by one half (50%) in respect of a person who becomes liable to be licensed after the 31st day of July in each and any year and term of that licence shall be until December 31st of that year except as otherwise provided in this bylaw.
- 35 A Short-Term Rental Business licence fee in accordance with Fees & Charges Bylaw No. 575, 2019, and its amendments, including Short-Term Rental Business categories described in Schedule B to this bylaw shall be reduced by one quarter (25%) in respect of a person who becomes liable to be licensed after the 31st day of July in each and any year and the term of that licence shall be until December 31st of that year except as otherwise provided in this bylaw.
- 36 No licence fee paid under this bylaw shall be refundable except where granting of the licence is denied by the Licence Inspector and the Licence has not been issued.
- 37 An application for a business licence or a business licence renewal shall be in writing on the form prescribed by the Licence Inspector and shall contain a true and correct statement specifying the nature and character of the business being provided and be signed by the proprietor or duly authorized agent.
- 38 The application for business licence shall be delivered to the Licence Inspector and shall be accompanied by the fee prescribed in Fees & Charges Bylaw No. 575, 2019, and its amendments.
- 39 No business located within the District of Sechelt required to be licensed under this bylaw shall advertise or promote products and services of such business to the public through the electronic media, print media, signage, internet or other means of promotion unless they are the holder of a valid business licence issued pursuant to this bylaw.

4. Period for Licenses

- 41 Except as otherwise provided in this bylaw, a business licence shall be granted for a one-year period, to commence on the 1st day of January and terminate on the 31st day of December in each and every year.
- 42 The period for a business licence for a circus, horse show, horse racing, dog show, pony show, exhibition or other itinerant show or entertainment when held elsewhere than in a licensed theatre or other licensed place, shall be for one day.
- 43 The period for a business licence for a theatre, including drive-in theatre, amusement hall, concert hall, music hall, opera house, rink, amusement park or other place of amusement, entertainment or exhibition shall be 6 months.

5. Form and Particulars for Licenses

- 51 A business licence granted under this bylaw is granted only to the person named as licensee, and a new owner of that business shall apply for a new licence under the terms of this bylaw.
- 52 No person shall carry on business in more than one premise under one licence.
- 53 No person shall change the location of a business without first obtaining a transfer of the licence, and paying the prescribed fee for the transfer of the licence, and the particulars of the transfer shall be endorsed by the Licence Inspector upon being satisfied that the new location satisfies the terms of the relevant building, zoning, health, sanitation, and business requirements within the Municipality.
- 54 The form of the business licence shall be prescribed by the Licence Inspector.
- 55 It shall be a term of every business licence for premises licensed under the Liquor Control and Licensing Act for the sale of liquor for consumption on the premises, that no liquor shall be sold or served to patrons between the hours of 1:00 a.m. and 10:00 a.m. except for New Year's Eve at which hours of sales for the consumption of liquor on the premises will be permitted from 10:00 a.m. to 2:00 a.m. The Council may authorize extended business hours for specified dates (special occasions), either generally or in respect of individual premises specified in an authorizing Council resolution. Every licence issued under this bylaw shall be posted in a conspicuous place on the premises or the thing or article in respect of which the licence is issued and anyone failing to post, and keep posted as aforesaid, shall be guilty of an infraction of this bylaw and be liable to penalties.
- 56 The Council may, by resolution, impose terms and conditions on business licenses for premises licensed under the *Liquor Control and Licensing Act* for

the sale of liquor for consumption on the premises when an extension for specified dates (special occasions) is permitted.

5.7 Body Works Studios

(a) Every person conducting business as a Body Work Studio shall upon request:

- i. provide the License Inspector with a list containing the name, address, telephone number, date of birth, gender, and a copy of valid photographic identification of every person proposed to be employed or engaged in the business, together with any additional information as may be required;
- ii. notify the License Inspector within twenty-four (24) hours and in writing of any change in the personnel employed or engaged in the business;
- iii. not employ or engage any person in the business without them first receiving an approved business licence;
- iv. permit the License Inspector or their designates to enter at any time any premise where Body Work services are provided or offered to ascertain whether the provisions of this Bylaw are being complied with;
- v. display in a prominent location within any premises where Body Work services are provided, a list of rates and prices payable by the public for such services;
- vi. establish and maintain a client registry of names, telephone numbers and addresses, with proof of identity to be established by the production of picture identification; and
- vii. upon request, supply a copy of the client registry to the License Inspector, their designates or the RCMP.

(b) A person carrying on the business of a Body Work Studio shall not:

- i. employ any person on the licensed premises unless such person is nineteen (19) years of age or older;
- ii. permit any person to be on the licensed premises at any time unless such person is nineteen (19) years of age or older, unless they are accompanied by a parent or guardian;
- iii. permit any person engaged in providing Body Work in the licensed premises to perform Body Work services unless such person is wearing clean, washable, non-transparent outer garments covering their body between the neck and the top of the knee;
- iv. have been, or employ any persons who have been, convicted of an offence under any of Section 210, 211, 212, or 213 of the Criminal Code of Canada, any offence related to the sex trade evidenced by a criminal records check, or is not legally entitled to be employed in Canada, or;

- v. permit any person engaged in providing Body Work to manipulate, touch, or massage the male or female genitalia or female breast of any client.
- (c) A person carrying on the business of a Body Work Studio shall not exhibit themselves, nor permit other persons to exhibit themselves, in any window on or about the licensed premises, or exhibit, or permit to be exhibited, any sign visible from outside of the premises showing any nude human bodies, or any part thereof, nor any printed words that might indicate that the licensed premises is a place that offers a form of sexual or nude entertainment.
- (d) Every application for a licence for a Body Work Studio shall be accompanied by a floor plan of the entire premises in a scale and with detail acceptable to the License Inspector, and when any alterations are made to the licensed premises, a revised floor plan thereof shall be filed with the License Inspector forthwith.
- (e) Every room used for Body Work must:
- i. be free of any locking device;
 - ii. not be less than 5.5 square meters;
 - iii. be equipped with lighting of at least 250 lux, which must remain illuminated when the room is occupied; and
 - iv. be equipped with a window which may be translucent, must not be obstructed at any time, has a minimum area of 1 square meter with no side having a dimension less than 25 cm.
- (f) A person carrying on the business of a Body Work Studio shall not permit any client to enter or remain on the premises between 7:00 PM and 9:00 AM.
- (g) Every person carrying on the business of a Body Work Studio must maintain the premises where Body Work is provided to the public in a clean and sanitary condition, to the standards prescribed by the Health Authority, the City, or other lawful authority.
- (h) Every applicant for a licence to carry on the business of, or operate, a Body Work Studio must, where required by the License Inspector as a condition of such licence, either:
- i. deposit with the City a security in the form of an indemnity bond acceptable to the License Inspector in the amount of not less than two million dollars (\$2,000,000.00), or
 - ii. provide evidence satisfactory to the License Inspector that the applicant has obtained a comprehensive liability insurance policy in respect of such business operations in the amount of not less than two million dollars (\$2,000,000.00), per occurrence, from an insurance company licensed in the province of British Columbia, naming the City as an additional insured, and stating that the policy applies to each insured as if a separate policy has been issued to each.

- (i) The Licence Inspector may require as a condition of granting a licence to carry on the business of, or operate, a Body Work Studio that every employee be bonded.

6. Administration

- 61 Pursuant to s. 154 of the *Community Charter*, the Council of the District of Sechelt delegates to the Licence Inspector the power to grant, issue, deny, transfer, suspend and cancel business licenses as provided in this bylaw.
- 62 The Licence Inspector is authorized to devise an application form and to make modifications to the prescribed application form as deemed necessary when dealing with any owner applying for licenses for one business or more than one business.
- 63 In addition to any other terms and conditions that the Licence Inspector may establish and impose pursuant to Section 7(3) the businesses described in Schedule A will be subject to the terms and conditions set out in Schedule B.
- 64 The Licence Inspector or any Bylaw Enforcement Officer or Medical Health Officer is authorized to enter at any reasonable time or times any premises, place or vehicle in respect of which a business licence has been granted under the provisions of the *Community Charter* and *Local Government Act* are being observed.
- 65 The Licence Inspector may refuse to grant, issue, renew or transfer a business licence for reasonable cause, including without limitation where the Licence Inspector is not satisfied that the business or the applicant or holder of the business licence is complying with federal, provincial or local government statutes, bylaws and regulations including without limitation those regulating building, business, health, sanitation and zoning.
- 66 The Licence Inspector is hereby authorized to suspend, for the period deemed appropriate by the Licence Inspector, or cancel a business licence:
 - (a) where the holder of a business licence has failed to comply with a term or condition of a licence;
 - (b) where the holder of a business licence has failed to comply with this bylaw; or
 - (c) for reasonable cause.
- 67 A person whose business licence has been refused, suspended or cancelled by the Licence Inspector and who intends to appeal such refusal, suspension or cancellation to the District of Sechelt Council shall, within ten days from the

date of suspension or cancellation, inform the District Corporate Officer, in writing, of the intention to appeal such refusal, suspension or cancellation.

- 68 The notice of intention to appeal shall state in a concise fashion the grounds upon which the appeal is based.
- 69 The District Corporate Officer shall refer the matter to the District of Sechelt Council for reconsideration.
- 6.10 All premises in or upon which the applicant proposes to conduct a business may first be inspected by the Licence Inspector and a Medical Health Officer before a licence is granted and the applicant shall, upon request, produce certificates or letters of approval by building, septic and fire inspection authorities, or other provincial authorities as may be required.
- 6.11 All fees collected by the Licence Inspector under this bylaw shall be paid forthwith to the Chief Financial Officer of the District of Sechelt who shall deal with the fees in the manner provided by the *Community Charter* and the *Local Government Act*.

7. Offences and Penalties

- 7.1 Every person who offends against any of the provisions of this bylaw, or who suffers or permits any act or thing to be done in contravention or violation of the provisions of this bylaw, or neglects to do or refrains from doing anything required to be done by this bylaw, shall be deemed to have committed an offence under this Bylaw and is subject to the penalties imposed by this bylaw under Bylaw Notice Enforcement Implementation Bylaw No. 515, 2012, the Municipal Ticket Information Bylaw No. 491, 2010, or the Offence Act.

Council means the Municipal Council of the District of Sechelt.

District means the municipal corporation of the District of Sechelt.

- 7.2 Each day that a contravention of a provision of this bylaw occurs or continues shall constitute a separate offence.

8. Repeal

District of Sechelt Business Licence Bylaw No. 180, 1992 and its amendments, Bylaws 180-1, 1993, 180-2, 1996, 180-3, 1997, 180-4, 1998, 180-5, 1999, 180-6, 2003, 180-7, 2004, 180-8, 2009 are hereby repealed.

READ A FIRST TIME THIS READ	20 th	DAY OF	February, 2013
A SECOND TIME THIS READ A	20 th	DAY OF	February, 2013
THIRD TIME THIS	20 th	DAY OF	February, 2013
ADOPTED THIS	6 th	DAY OF	March, 2013

Mayor

Corporate Officer

Schedule A

1. Basic Business Categories

Accountant	Chimney service or chimney sweep
Advertising agency	Chiropractor
Aircraft	Christmas tree sales
maintenance	Cinema, theatre, movie theatre, drive- In theatre or theatre operator
Airline (Regular or Charter)	Cold storage plant
Animal grooming	Collection agent
Animal training	Commercial space rental
Apartment complex	Computer sales
Appraiser – Real Estate	Computer repair/servicing
Architect	Concert Hall, Meeting Hall, Dance Hall or Cabaret
Artist, Art dealer or crafts shop	Concrete plant
Auctioneer	Concrete redimix
Auto body repair shop	Consignment store
Automobile dealer/Auto sales (new and used)	Consulting
Automobile garage or service station or mechanic	Contracting
Automobile wrecker Automobile rentals Automotive parts supplier	Counselling service
Bank, Credit Union, Loan Company, Mortgage Broker or Stock Broker	Courier or Delivery Service
Baker	Crafts Fair
Barber	Craftsperson
Barrister and Solicitor	Dance School
Beauty Parlour	Daycare
Bed and Breakfast Accommodation	Decorator
Billiard or Pool Room	Delicatessen
Boat Builder	Denturist
Boat Charters or Boat Rentals	Dentist
Boat Sales	Denture clinic
Body art – piercing/tattooing	Direct and Door-to-Door Sales or Peddler Diving (Scuba) – Commercial, inspection, instruction
Bookkeeper	Doctor or Medical Specialist
Building supply	Dog, cat, horse or pony show (per day)
Bus service	Dressmaker
Camp site or tenting ground	Driving School
Caregiver	Drycleaner
Carpet or rug cleaning service	Direct and Door-to-Door Sales or Peddler Diving (Scuba) – Commercial, inspection, instruction
Car Wash/detailing	Doctor or Medical Specialist
Caterer	

Dog, cat, horse or pony show (per day) Dressmaker
Driving School
Drycleaner
Electrolysis
Employment agency
Engineer – Professional
Escort service
Exhibition Hall or Ice Rink
Fitness Clinic
Fitness instruction/Fitness centre Flight school or training
Florist
Food, Fish or Meat processing or canning
Fuel Dealer, Bulk Oil Station
Garage door sales/installation Garbage contractor
Golf Course/driving range Graphic design/desktop publishing
Hairdresser
Healer or Herbalist
Homecare
Hotel or Motel
House trailer or camper sales or rentals
Insurance agency
Industrial space rental
Janitor or Housecleaner Jeweler
Kennel (breeder)
Laboratory
Land development/management
Land Surveyor
Landscape or Gardener
Laundry/Laundromat Liquor/beer/wine
Logging services/forestry Lottery booth
Mail Order Manufacture Marina
Martial arts training Massage therapist
Mini-Storage
Mobile home park
Mobile vendor
Mortician or Funeral Parlour
Moving and Storage or Warehouse Music teacher
Naturopath/herbalist Notary Public
Nursery
Off track betting
Opera House Theatre or Movie
Theatre Optometrist or Ophthalmologist
Parking Lot
Pawn Broker or Second-Hand Dealer
Pharmacist
Photographer
Physiotherapist
Printer or Publisher
Printing (Reproduction or Photographic Development or Job Printer or Newspaper)
Private Hospital
Professional Engineer
Psychiatrist
Pub (Public House, Lounge, Bar or Tavern)
Real Estate agency
Recreational Vehicle Park or Trailer Court
Registered Massage Therapist
Rental of tools, machinery and equipment
Real Estate agency
Recycling
Repair services (including Shoemaker)
Restaurant, Dining Lounge, Cafe or Cafeteria
Retail sales of any kind (not otherwise specified)
Sand or gravel extraction including delivery
School – Commercial or Private
Scrap dealer
Seamstress, Tailor, Clothing Alterations or Dressmaker
Secretarial Services/ Stenographer/ Word Processor
Security service Septic tank service
Shopping Centre

management Signs

Spa, esthetician

Supply and installation

Tailor Tanning

salon

Taxi or limousine service

Tour guide

Towing company

Travel agency

Trucking business (Transport)

Upholsterer

Utility company office

Vending machines

Veterinarian clinic

Veterinarian

hospital

Video (Video machine rentals and sales or
video rentals and sales or order)

Weight loss clinic

Welder or Blacksmith

Wholesale Supplier

2. Businesses Not Named

The for-profit business licence fee for a business in a classification not specifically listed in this bylaw shall be the basic business licence as listed in Fees & Charges Bylaw No. 575, 2019, and its amendments.

3. Multiple Businesses

For a single business that provided goods or services in two or more of the classifications under the Basic Category or classifications not included in this bylaw, the fee for multiple businesses shall be paid as listed in Fees & Charges Bylaw No. 575, 2019, and its amendments.

4. Circus, Carnival, Fair, Etc.

The fee for a circus, carnival, amusement fair, itinerant show shall be \$300.00 per day.

5. Exhibitions

The fee for an exhibition event, mall display or trade show shall be \$200.00 per day.

6. Inter-Community Business Licenses

For a single business that provides goods or services in two or more communities including Shíshálh Nation, Town of Gibsons and District of Sechelt, in accordance with Inter-Community Business Licence Bylaw No. 549, 2015, the Inter-Community Business Licence Fee shall be paid as listed in Fees & Charges Bylaw No. 575, 2019, and its amendments.

Schedule B
Short-Term Rental Licence Terms and
Conditions

Short-term rental of residential dwelling units in the District of Sechelt must meet the following terms and conditions to continue to hold and renew a business licence to operate a short-term rental business.

1. A One-time application fee in accordance with Fees & Charges Bylaw No. 575, 2019, and its amendments is required for new businesses in Type 1: Principal Residence and Type 2: Self-Contained Suite on Principal Residence Property.
2. Business License Fee Categories in accordance with Fees & Charges Bylaw No. 575, 2019, and its amendments:
 - Type 1: Principal Residence Rooms in a house
 - Type 2: Self-Contained Suite on Principal Residence Property Separate suites in the principal residence or external to the principal residence up to a maximum of one
3. An individual must not:
 - a) Carry on business as a Short-term Rental Operator without having first obtained a Licence to do so from the District of Sechelt;
 - b) Carry on business as a Short-term Rental Operator unless the Short-term rental unit being provided is the principal residence, or one of a suite within a dwelling or an accessory dwelling on the property or principal residence, of that individual;
 - c) Carry on Short-term rental accommodation marketing of a unit unless they hold a licence as a short-term rental operator for that unit;
 - d) Hold more than two Short-term Rental business licences;
 - e) Transfer a Short-term Rental Accommodation Licence to another individual or property.
 - f) For the purpose of operating a Short-term Rental accommodation, an individual cannot have more than one principal residence.
4. A person applying for a Licence as a Short-term Rental Operator must provide the Chief Building Official, or designated official, with the following:
 - a) Documents demonstrating that the Short-term Rental accommodation is located at the address of their principal residence, including but not limited to documentation related to billing, identification, taxation and insurance purposes, which may include income tax returns, Medical Services Plan documentation, driver's licenses, personal identification, vehicle registration or utility bills;
 - b) If a dwelling is located within a strata development, written authorization from the strata council and proof of compliance with strata bylaws;

- c) Written authorization from the owner or landlord if the Short-term Rental Operator is a tenant;
 - d) A self-evaluation safety audit form provided for that purpose;
 - e) A fire safety plan of the Short-term Rental unit, identifying the location of smoke alarms, carbon monoxide alarms, fire extinguishers, bedrooms and fire exits;
 - f) A parking plan which meets the parking requirements of the Zoning Bylaw; and,
 - g) Must further produce any such documentation and information to the Chief Building Official at the request of that Official.
 - h) The District of Sechelt may refuse to grant a license for Short-term rental if the applicant has a history of bylaw offences or unpaid fines.
5. A Short-term Rental Operator must:
- a) Provide, post or display their Licence number in a conspicuous place in any online listing, medium or material used for Short-Term Rental accommodation marketing;
 - b) Be present and readily available to respond to any requests or inquiries from any guests of the Short-term Rental during the entire period that the Short-term Rental is rented;
 - c) Ensure that if the Short-term Rental Operator is not reachable to attend to any requests or inquiries by any guests of the Short-term Rental during the period that the Short-term Rental is rented, the emergency contact is to fulfill the obligations of the Short-term Rental Operator during that time.
 - d) Provide an emergency contact name and contact number to all guests, and have the contact information conspicuously displayed in the Short-term Rental unit at all times while the unit is in operation;
 - e) Have the contact information for District of Sechelt Bylaw Enforcement Officers, emergency 911, and non-emergency contact information for the Sunshine Coast RCMP and Sechelt Fire Department conspicuously displayed in the Short-term Rental unit at all times while the unit is in operation;
 - f) Ensure that:
 - i. the emergency contact person is available for contact 24 hours a day during periods when the Short-term Rental unit is rented;
 - ii. the emergency contact person attends the Short-term Rental unit within 1 hour of being contacted by a guest or the District of Sechelt during periods when the Short-term Rental unit is rented;
 - iii. any complaint about the operation is resolved within 24 hours of being contacted by the District of Sechelt;
 - g) Post or display a fire safety plan of the Short-term Rental unit, identifying the location of smoke alarms, carbon monoxide alarms, fire extinguishers, bedrooms and fire exits, by all exits;
 - h) Install smoke alarms on each floor and in each bedroom of the Short-term Rental unit;
 - i) Install an accessible fire extinguisher on each floor of the Short-term Rental unit;

- j) Install carbon monoxide detectors on each floor of the Short-term Rental unit if it contains gas appliances;
- k) Maintain in working order, annually inspect and test all smoke alarms, fire extinguishers and carbon monoxide detectors in the Short-term Rental unit, and keep a written record of such inspections and tests;
- l) Provide to the Chief Building Official upon request:
 - i. installation, inspection, testing, and maintenance records related to safety or Licence conditions of the Short-term Rental unit;
 - ii. documentation indicating the number of days that the dwelling unit, or bedroom or bedrooms in a dwelling unit, was used as a Short-term Rental; and,
 - iii. any other documentation that the Chief Building Official deems necessary to demonstrate compliance with this Bylaw.