



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF THE CAO

Mission Statement: As stewards of the Town of Amherstburg, we strive to improve the quality of life of all residents through the delivery of effective, efficient, and affordable services.

Author's Name: Bill Tetler	Report Date: March 10, 2025
Author's Phone: 519 736-0012 ext. 2251	Date to Council: March 24, 2025
Author's E-mail: btetler@amherstburg.ca	Resolution #:

To: Mayor and Members of Town Council

Subject: Short Term Rental Follow Up

1. RECOMMENDATION:

It is recommended that:

1. The report dated February 13, 2025 regarding Short Term Rentals **BE RECEIVED** for information; and
2. That Council **PASS** the by-law amendment to the *Town's Short-Term Rental By-Law 2023-059 (A By-Law regulating Short Term Rentals)* as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same and **DIRECT** Administration to update the User Fees.

2. BACKGROUND:

This report provides an update on the ongoing Short-Term Rental ("STR") licensing process in the Town of Amherstburg. The rise in the number of short-term rental properties in the area prompted Council to introduce a comprehensive set of regulations to better manage STRs. These regulations were implemented on May 23, 2023, with the primary goal of ensuring a balance between the needs of residents, businesses, and visitors, while addressing the potential challenges that come with the growing STR market.

The new regulations were designed to mitigate the impact of STRs on the local community, promote responsible hosting, and ensure that properties rented for short-term stays comply with safety regulations and our By-laws. At the same time, Town

Council sought to create a framework that would allow for the continued growth of the STR industry, recognizing the benefits it brings in terms of tourism, local economic activity, and additional accommodation options.

Since the regulations were introduced, the Town of Amherstburg has been closely monitoring the new rules. This includes tracking the number of properties applying for and obtaining licenses, and addressing any concerns related to noise, safety, and neighborhood dynamics.

3. DISCUSSION:

Since the last report, the following actions have been taken regarding STRs:

Compliance and Registration

- Number of STR's Registered: Currently 45 properties are registered with the Town of Amherstburg.
- Non-Compliant Properties; All properties that were identified as non-compliant have now been brought into compliance without the need to issue any charges and/or fines.

Enforcement and Complaints

- Fire Inspections: The Amherstburg Fire Department - Prevention Division has conducted site and fire safety plan reviews, as well as initial and final inspections at each STR unit in the program. All STRs have required two inspections to meet compliance with the bylaw. To date, no STR has fully completed all required tasks before the fire inspector's visit. Therefore, we have shifted to conducting a preliminary inspection to go over the bylaw requirements with the applicant. After all necessary work is finished, a follow-up final inspection will be conducted.
- Complaints: The Town has received 15 formal complaints since the inception of the By-law.
- Actions Taken: 14 complaints were resolved with education and/or no action required as the allegations were unfounded, 0 resulted in tickets issued and 1 demerit point violation was issued.

Enforcement of STR regulations is crucial to ensure safety, compliance, and neighborhood harmony. In many municipalities, bylaw enforcement is responsible for the enforcement of the By-law and the inspections for STRs are carried out by the Fire Department. This partnership allows for a thorough review of properties to ensure they meet fire safety codes, including the installation and maintenance of smoke detectors, fire extinguishers, and clear emergency exits. The Fire Department's involvement ensures that STR properties are safe for guests and occupants, and that they comply with building regulations. Regular inspections also help identify potential hazards, preventing incidents that could endanger both renters and surrounding communities. Additionally, By-law

enforcement officers may issue fines or penalties for non-compliance, further encouraging STR owners to adhere to the rules and maintain high standards of safety.

Economic Impact

The Town continues to see an economic benefit from STRs, contributing to local business and tourism.

Parking Management Plan

Administration is recommending the removal of the Parking Management Plan requirement from the current Short-Term Rental (STR) by-law. The original purpose of this provision was to address concerns regarding the potential impact of STRs on neighborhood parking, particularly in residential areas where on-street parking could become congested or disrupt the daily routines of residents. The intent was to ensure that property owners of STRs took proactive measures to manage parking for guests, thereby preventing any negative consequences on the availability of parking spaces for permanent residents.

However, since the implementation of the by-law, the Town has not received any complaints or reports regarding parking-related issues directly attributable to STRs on the Town's highways or within residential neighborhoods. This lack of complaints suggests that the concerns originally envisioned—such as overcrowded streets or excessive parking demand resulting from STR activity—have not materialized to any significant degree. As a result, it has become apparent that the requirement for a Parking Management Plan may no longer be necessary to achieve the goals of the by-law, especially as STRs have not contributed to the types of parking problems that were anticipated.

In light of this, Administration is proposing the removal of the Parking Management Plan provision from the by-law. This change would simplify the process for STR owners by eliminating the need to submit a detailed parking plan as part of their application. Furthermore, it would lower the initial application fee for STR owners. This is an important consideration for STR owners who may already be facing other operational costs, and it aims to make compliance with the by-law more accessible, particularly for small-scale operators.

Despite the removal of this specific requirement, the overall objectives of the by-law would remain intact. The Town would still maintain the focus on ensuring that STRs are managed responsibly and that they do not negatively impact the local community. The removal of the Parking Management Plan would not compromise the standards for safety or other regulations that have been established to ensure the proper functioning of STRs within Amherstburg. Additionally, the Town would continue to monitor parking conditions in neighborhoods and, if any new concerns arise in the future, could revisit parking management strategies or implement alternative measures as needed.

In summary, removing the Parking Management Plan requirement would streamline the STR licensing process, and reflect the fact that parking-related issues have not been a significant concern since the by-law's implementation. This adjustment would allow the Town to maintain a flexible and responsive approach to managing STRs, while ensuring that the core objectives of the by-law are still being met.

4. RISK ANALYSIS:

There are no risks associated with this report.

5. FINANCIAL MATTERS:

Removing the Parking Management Plan will reduce the cost of the initial business license for Short-Term Rentals from \$550.00 to \$500.00, \$50.00 per licence.

If approved by Council, Administration will update the User Fee accordingly.

6. ASSET MANAGEMENT IMPACTS:

N/A

7. CONSULTATIONS:

Valerie Critchley, CAO
Melissa Osborne, Deputy CAO
Jen Ibrahim, Manager, Economic Development and Tourism
Michael Mio, Fire Chief
Dan Monk, Deputy Fire Chief
Dr. Chris Aspila, Manager of Planning Services

8. CORPORATE STRATEGIC ALIGNMENT:

Vision: Preserving our past while forging our future.

<i>Amherstburg Community Strategic Plan 2022 - 2026</i>	
PILLAR 1 Deliver Trusted & Accountable Local Government	PILLAR 3 Encourage Local Economic Prosperity
<ul style="list-style-type: none"><input type="checkbox"/> Improve trust between council and staff, and residents, by strengthening governance and internal accountability structures.<input type="checkbox"/> Deliver transparent and efficient financial management.<input type="checkbox"/> Increase effective communication and engagement with residents.<input type="checkbox"/> Develop our staff team, resources, and workplace culture.<input type="checkbox"/> Continue to deliver strong core municipal services.<input type="checkbox"/> Ensure Amherstburg is an inclusive accessible and welcoming community committed to reconciliation.	<ul style="list-style-type: none"><input type="checkbox"/> Encourage development of commercial and industrial lands.✓ Continue to promote local tourism industry, especially overnight accommodation.<input type="checkbox"/> Continue to facilitate downtown development for residents and visitors.<input type="checkbox"/> Continue to leverage partnership opportunities with other provincial, federal, and local governments, agencies, and organizations.

<p style="text-align: center;">PILLAR 2 Invest in Community Amenities and Infrastructure</p> <ul style="list-style-type: none"> <input type="checkbox"/> Maintain safe, reliable and accessible municipal infrastructure and facilities. <input type="checkbox"/> Increase access to recreation opportunities for all ages. <input type="checkbox"/> Finalize and execute plans for town-owned lands (e.g. Duffy's site, Belle Vue) <input type="checkbox"/> Create public access to water and waterfront <input type="checkbox"/> Prioritize opportunities to reduce environmental impacts of Town operations and increase Town resilience to climate change. 	<p style="text-align: center;">PILLAR 4 Shape Growth Aligned with Local Identity</p> <ul style="list-style-type: none"> <input type="checkbox"/> Define and communicate a vision for the Town's future and identity. <input type="checkbox"/> Promote and plan for green and "climate change ready" development. <input type="checkbox"/> Review and implement policies that promote greater access to diverse housing. <input type="checkbox"/> Protect the Town's historic sites and heritage. <input type="checkbox"/> Preserve the Town's greenspaces, agricultural lands, and natural environment.

9. CONCLUSION:

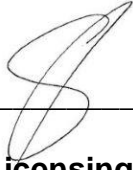
As the Town of Amherstburg continues to refine and adjust its policies regarding short-term rentals (STRs), it will be essential to strike a careful balance that both fosters economic growth and preserves the quality of life for all residents. The increasing popularity of STRs has brought a variety of economic benefits, including increased tourism, additional revenue for local businesses, and enhanced accommodation options for visitors. However, these benefits must be weighed against the potential challenges that STRs can bring, such as neighborhood disruptions, parking concerns, and potential impacts on housing availability for permanent residents.

In this context, the Town must approach the regulation of STRs in a way that promotes sustainable growth and ensures that both the local community and the STR industry thrive harmoniously. Moving forward, it will be essential to remain flexible and responsive to changing circumstances. This means continuously evaluating the effectiveness of existing regulations and, if necessary, revising them to address emerging issues or to adapt to evolving trends within the STR market.

A key aspect of this ongoing refinement will be the exploration of new enforcement methods. As the number of STR properties continues to rise, it may become increasingly difficult to effectively monitor and ensure compliance with regulations. The Town may need to consider implementing more sophisticated enforcement tools, such as enhanced tracking and reporting systems, or the use of technology to monitor rental activity and flag potential violations. In addition, the Town should consider strengthening penalties for non-compliance to ensure that regulations are taken seriously, while also ensuring fairness and transparency in the enforcement process.

By actively engaging with the community and continually reassessing the regulatory framework, the Town can better ensure that the benefits of short-term rentals are

maximized—boosting tourism, supporting local businesses, and enhancing the town’s economy—while mitigating potential downsides such as noise disturbances, parking challenges, or negative impacts on housing availability. The goal is to create a balanced environment where short-term rentals are welcomed as a positive contributor to the town, but their operation does not come at the expense of the well-being and quality of life of long-term residents.

A handwritten signature in black ink, consisting of a stylized, cursive 'B' followed by a series of loops and a final upward stroke.

Bill Tetler

Manager, Licensing and Enforcement

Report Approval Details

Document Title:	Short Term Rental Follow up.docx
Attachments:	- 2025-016 - Amend Short Term Rental By-law RM.pdf - 2025-016 - Attachment RM.pdf
Final Approval Date:	Mar 13, 2025

This report and all of its attachments were approved and signed as outlined below:



Tracy Prince



Valerie Critchley



Kevin Fox