

STR Licensing Information Document



STR Licence Class	Licence Cost	Zoning Permitted	Length of Stay	Total Days/year
Class A - Principal Dwelling Unit STR (Partial Unit Rental)	\$600 initial fee \$275 annual renewal fee	R1, R2, R3, R5, R6, RM1, RM2, RM3, C1, C2, C3, C4, C5, C6, C6F, C6L, C7, A, RRE, RRL & RC	28 consecutive days max. for a single stay	365
Class B- Principal Dwelling Unit STR (Entire Unit Rental)	Same as above	R1, R2, R3, R5, R6, RM1, RM2, RM3, C1, C2, C3, C4, C5, C6, C6F, C6L, C7, A, RRE, RRL & RC	Same as above	180
Class C- Non-Principal Dwelling Unit STR	Same as above	C1 & C7 only	Same as above	365

- All STRs, regardless of licence class must have a 'Dedicated Responsible Person'. See the definitions table on the next page.
- For more information on STR licence classes, see Part 3 the [Short-Term Rental By-law](#)
- For property specific zoning, please visit the Zoning Portal Web App on [Explore North Bay](#) and/or email zoning@northbay.ca or call (705) 474-0400 @ ext.2414.

Definitions	Description	Examples
Dedicated Responsible Person	<p>The person assigned by the owner or licensee of the STR to ensure the STR is operated in compliance with the STR By-law, the licence and all other applicable by-laws.</p> <p>This person must be at least 18 years of age, available 24/7, by phone or email and must be able to attend the premises within 60 mins when required.</p>	<p>Guests of a STR are having issues related to their rental. They contact the applicable 'Dedicated Responsible Person' to fix the problem.</p>
Principal Dwelling Unit Short-Term Rental	<p>Means a short-term rental which is also someone's principal dwelling unit (where they live primarily).</p> <p>This is considered home-sharing because a long-term housing unit is not permanently converted to a full-time STR.</p>	<p>A couple rents their home as a STR while they are away on vacation during the winter.</p>
Non-Principal Dwelling Unit Short-Term Rental	<p>Means a short-term rental that is not someone's principal dwelling unit (where they do not live primarily).</p> <p>This is not a form of home-sharing because a long-term housing unit is converted to a STR. This functions more like a hotel and not a residential dwelling.</p>	<p>An investor buys a mixed-use building with apartment units on the upper levels and a commercial unit on the ground floor. The investor decides to convert the existing apartments into to full-time STRs.</p>

Definitions	Description	Examples
<p>Partial Unit Short-Term Rental</p>	<p>Means a short-term rental in which the renter occupies part of the dwelling unit only (a bedroom + shared kitchen for example).</p> <p>This is the truest form of home-sharing since guests are staying with the operator at the same time.</p>	<p>A home-owner decides to rent 2 of their 4 bedrooms as STRs. In this case, the STR operator and guests would be staying on the premises at the same time.</p>
<p>Principal Dwelling Unit Short-Term Rental</p>	<p>Means a short-term rental which is also someone's principal dwelling unit (where they live primarily).</p> <p>This is considered home-sharing because a long-term housing unit is not permanently converted to a full-time STR.</p>	<p>A couple rents their home as a STR while they are away on vacation during the winter.</p>
<p>Entire Unit Short-Term Rental</p>	<p>Means a short-term rental in which the renter occupies an entire dwelling unit.</p> <p>This is considered a form of home sharing because the operator of the STR will be returning to the dwelling unit because it is their actual home.</p>	<p>A couple rents their entire home while they are away on vacation during the winter.</p>

Contact Information

If you have any remaining questions, please visit **northbay.ca/str** or call **(705)-474-0400** or email **customerservice.licensing@northbay.ca**