

Attachment A - Supplemental Information – Residential Licensing

BACKGROUND

On January 11, 2021, Planning Committee deferred the report to March 8, 2021 pending more information on the residential licensing component of the report.

Staff followed up with the following municipalities:

- City of North Bay
- City of Waterloo
- City of London
- City of Oshawa
- City of Kingston
- City of Hamilton

Staff asked the following questions:

1. How long has your residential licensing framework been in place?
2. What is the cost of a permit? The cost of renewals?
3. How many active residential licensing permits do you administer?
4. Have you experienced an increase or decrease in applications?
5. Have you had to hire extra staff to administer the residential licensing framework?
6. Have you amended your by-law/framework since it was first implemented? Has Council directed staff to review/amend the by-law/framework?

The answers to these questions are captured in Attachment B to this report.

Findings

- North Bay has experienced a decrease in permits, while London and Waterloo have experienced an increase;
- Fees vary (\$165-\$650), and include or do not include various inspection fees (e.g. Fire Inspection, Property Standards Inspection);
- Kingston and Hamilton both studied the Residential Licensing question and both decided not to pass a Residential Licensing framework;
- Planning Committee of the City of Hamilton received 20 delegation requests regarding the pilot project proposal. There were varying views expressed. (See Reference 1 - Item 6 of December 11, 2018 Meeting Agenda to view Delegations);
- Hamilton has run two pilot projects (2011-2012; and a new two-year pilot starting in 2019). The new pilot project requires 3 additional staff;

- Some municipalities (North Bay, London, Oshawa) did not have to hire additional staff to manage the residential licensing framework. Oshawa has indicated it may need to hire additional staff if the by-law is amended to cover the entire City. Kingston estimated it would have needed 5-8 additional staff had they passed a licensing by-law;
- North Bay amended its by-law to include the entire City. Hamilton (pilot project) and Oshawa are focused on specific wards in the City;
- Amendments in North Bay and Waterloo have come from Human Rights challenges to municipal by-laws (See References 2 and 3);
- London's system includes a self-certification checklist for residential unit rentals (See Reference 4).

Summary

This supplemental report has outlined the experience of comparator Ontario municipalities that have contemplated or implemented a residential licensing by-law. Should staff receive direction to prepare a draft residential licensing by-law, the findings of this report can be incorporated into the Greater Sudbury context for Planning Committee's consideration.

References

1. "Item 6 - December 11, 2018 Planning Committee Agenda", City of Hamilton
<https://pub-hamilton.escribemeetings.com/Meeting.aspx?Id=6be6613b-ec43-4dae-b483-86ff81263988&Agenda=Merged&lang=English>
2. "Report on the inquiry into Rental housing licensing in the City of Waterloo"
<http://www.ohrc.on.ca/en/report-inquiry-rental-housing-licensing-city-waterloo>
3. "Report on the inquiry into Rental housing licensing in the City of North Bay"
<http://www.ohrc.on.ca/en/report-inquiry-rental-housing-licensing-city-north-bay>
4. "Residential Rental Unit Self-Certification Checklist", City of London
https://london.ca/sites/default/files/2020-09/RRUL_Self_Certification_Checklist.pdf