

THE CORPORATION OF THE TOWNSHIP OF BONFIELD

SCHEDULE "D" TO BY-LAW NUMBER 2025-17

Short Term-Rental Inspection Checklist

SHORT-TERM RENTAL INSPECTION CHECKLIST			
Municipal Address of the Premises:			
STR License Application Number (if known):			
Applicant Name:			
EXTERIOR			
STAIRS AND GUARDS	Compliant	Non-Compliant	N/A
a) Exterior guards(handrails)serving a house or an individual dwelling unit not less than 900mm (36") high where the walking surface served by the guard is not more that 1800 mm (71") above the finished ground level and not less than 1070mm (42") where greater than (71") above grade. b) Guards (handrails) within a dwelling unit not less than 900mm high (36").			
Stairs, porches, landings, treads, risers, guards, and all supporting members intact and no evidence of cracked, rotted or deteriorated materials.			
EXTERIOR LIGHTING	Compliant	Non-Compliant	N/A
Exterior steps, walks, parking spaces, etc. are adequately lit.			
INTERIOR			
OCCUPANCY STANDARDS	Compliant	Non-Compliant	N/A
Non-habitable room is being used as a habitable room (for example utility room is set up as bedroom)			
Basement having habitable rooms; the ceiling height shall not be less that 2.1m (6'11" except under ducts or beams the clearance is permitted to be reduced to 1.95m (6'5")			
Kitchen has a refrigerator, cooking stove, kitchen fixtures, fittings and they are in good repair.			
GENERAL MAINTENANCE	Compliant	Non-Compliant	N/A
Every supplied facility, piece of equipment or appliance is installed so that it will function safely and is maintained in good repair.			
UTILITIES	Compliant	Non-Compliant	N/A
All services or utilities providing light, heat, refrigeration, water or cooking facilities are connected.			
FIRE PROTECTION	Compliant	Non-Compliant	N/A
Fire Extinguisher in kitchen (ABC)			
Working smoke alarm on every level of the home and shall include outside of all bedroom areas. Note: Property owners are advised to document smoke alarm maintenance. Smoke alarms shall be tested annually and prior to each rental agreement. Smoke alarms (both battery operated and hardwired) shall be replaced within the time frame indicated in the instructions. Typically, every 10 years. Batteries should be replaced annually.			
A working carbon monoxide alarm is required outside of sleeping areas if the home contains a fuel burning appliance, wood stove or an attached garage. Note: Property owners are advised to document CO alarm maintenance. CO alarm shall be tested annually and prior to each rental agreement. CO alarms 9both battery and hardwired) shall be replaced within the timeframe indicated in the instructions (typically every 7 years). Batteries should be replaced annually.			
HEATING	Compliant	Non-Compliant	N/A

No sign of leaks, damage, or deterioration to heating systems and proper connection to a chimney.			
Woodstoves are W.E.T.T. certified and contain a non-combustible hearth pad extending 18" in front of appliance and 10" sides of the appliance.			
Woodstoves will be an approved appliance under 1 of 3 CSA, ULC, or WH. only agencies Clearances to combustibles as per manufacturer specs.			
PLUMBING	Compliant	Non-Compliant	N/A
Water test report from local health unit.			
Unit has been provided with a water closet, a wash basin, a kitchen sink and a bathtub or shower.			
Bathroom separated from other areas by walls and a door for privacy.			
Sink, wash basin, bathtub or shower in the building being provided with enough hot and cold water.			
ELECTRICAL	Compliant	Non-Compliant	N/A
Building and or dwelling unit connected to an electrical supply system.			
Electrical wiring, equipment, and appliances for use in the building installed and maintained in accordance with all applicable governmental regulations.			
NO open electrical wiring and/or frayed wiring present in building or extension cords.			
Adequate, artificial, or natural light being provided in all rooms, stairways halls and basement.			
Electrical fixtures, switches receptacles and connections in working order.			
WINDOWS	Compliant	Non-Compliant	N/A
Every habitable room in the building except a kitchen and bathroom has a window.			
Windows open and shut easily and are of openable portion comply with the requirements of the Building Code.			
Except where a door on the same floor level as the bedroom provides direct access to the exterior, every floor level containing a bedroom in a suite shall be provided with at least one outside window that; <ul style="list-style-type: none"> a) Is openable from the inside without the use of tools, b) Provides individual, unobstructed open portion having a minimum area of .35 m² (3.75 sq. ft.) with no dimension less than 380mm (15"); and c) Maintains the required opening described in clause; d) Without the need for additional support. 			
VENTILATION	Compliant	Non-Compliant	N/A
All bathrooms are ventilated by natural or mechanical means?			
Mechanical ventilation system in the bathroom and kitchen in good working order.			
EGRESS	Compliant	Non-Compliant	N/A
Passages from the interior of the building and or dwelling unit to exit at or near grade level are unobstructed and safe.			
FIREPITS/CAMPFIRES	Compliant	Non-Compliant	N/A
Firepit/campfires are positioned away from buildings and obstructions as per Fire Code.			
Inspection Performed By:			
Date of Inspection:			