

## **Lodging Home Registry By-law Summary**

### **Registering Your Lodging Home:**

- If you own a lodging home in the Town of Antigonish, you must register it with the Town.
- No one can own or run a lodging home without registering it.
- If you own more than one lodging home, each building must be registered individually.

### **Registration Process:**

- Register your property within six months of this by-law taking effect.
- Get the Lodging Home Registration form from the Town of Antigonish.
- Fill out the form with information like your name, address, phone number, email, and details about the lodging home.
- Include a diagram of each floor, stating the use and size of each room.
- Confirm that your lodging home was operating before January 2018 without a break of more than a year.
- State the maximum number of roomers you want to register for.
- Pay the registration fee mentioned in the Municipal User Fees Policy.

### **Ownership Changes:**

- If you sell your lodging home, inform the Town of Antigonish within three months.
- Fill out a new registration form with the required fee.

### **Duties and Obligations:**

- Follow all Town of Antigonish By-laws, Fire Safety Regulations, Nova Scotia Building Code Regulations, and the National Building Code.

### **Inspections:**

- Lodging homes can be inspected to ensure they meet codes and regulations.
- Inspectors can enter the property at a reasonable time without a warrant.
- Consent is needed to enter a room being used as a dwelling, except in emergencies.
- If refused entry, an Inspector can get a court order to enter.

### **Orders by the Inspector:**

If a lodging home doesn't meet standards after inspection:

- An Order to Comply will be served to the owner(s).
- The order will specify what standards are not met, a re-inspection date, and consequences if not complied with.

Owners can appeal an Order to Comply in writing within 14 days.

If an owner doesn't comply within the specified time, the Inspector can enter the property and carry out the work. The Town can recover costs through a court order.

### **Penalties:**

- Breaking this by-law can result in a penalty of up to \$2,000 upon conviction.
- If not paid, imprisonment for up to 30 days may be imposed.