



**Rooming and Boarding House**  
**2019 Application for Municipal Business Licence**  
 Under the terms of By-Law 128 of 2017 of the City of Sarnia  
 Licences Expire on December 31<sup>st</sup> of each year

**New Application**

**3-6 Units (\$195)**

**7 or more Units (\$235)**

**Note Applicant must provide a copy of the following:**

- Successful Fire Inspection Report

Operating Name of Business	
Municipal Address of Business	
Full Name of Applicant	
Mailing Address of Applicant	
Phone Number of Applicant	
Email Address of Applicant	
Number of Bedrooms / Units	
Number of Boarders	

No person operating a Rooming & Boarding house shall:

- a) allow more rooming or boarding units than the number for which the premises are licenced;
- b) allow occupancy by more lodgers than the number of units for which the premises are licenced; or
- c) fail to keep and maintain a register of all resident lodgers.

No person shall permit any lodger to occupy for sleeping purposes any space in a building used as a lobby, hallway, closet, bathroom, stairway, kitchen, nor any room having a floor space of less than 80 square feet nor any room the floor of which is more than 4 feet below the finished grade of the land adjoining the premises. Signatures are required before a licence may be issued.

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**Fire Prevention Officer**  
 519-332-1122 [firerescue@sarnia.ca](mailto:firerescue@sarnia.ca)  
*\*Additional fee applicable*

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**Building Department\***, 3<sup>rd</sup> floor City Hall  
 519-332-0330 Ext. 3303  
[building@sarnia.ca](mailto:building@sarnia.ca)

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**Signature of Applicant**  
 By signing above, the applicant has sworn to the accuracy, truthfulness, and completeness of the application, and will adhere to By-Law 128 of 2017.

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**Planning Department\***, 3<sup>rd</sup> floor City Hall  
 519-332-0330 Ext. 3344  
[planning@sarnia.ca](mailto:planning@sarnia.ca)  
 \* With respect to use only

*Personal information on this form is collected under the authority of section 28(2) of the Municipal Freedom of Information and Protection of Privacy Act, 1990. Any questions please contact the City Clerk, City of Sarnia, 255 N. Christina Street, Sarnia, ON, 519-332-0330 or [clerks@sarnia.ca](mailto:clerks@sarnia.ca)*

**For Office Use Only**

Type of Licence	Number	Date	Staff
CL013 \$195 (3-6 units) \$235 (7+ units)			