

# Bed and Breakfast Homes



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*This factsheet is for informational purposes only. Please be sure to consult the relevant City of Kelowna bylaw.*

Starting a business is a major undertaking and there are a number of resources available to assist you with that process. Should you require any further information, please visit [kelowna.ca/business](http://kelowna.ca/business)

**Business Licences**  
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## PURPOSE

The following information has been compiled to assist the homeowner in ensuring there is an acceptable level of fire and life safety in a home providing bed and breakfast accommodations in the City of Kelowna.

### DEFINITION

For the purpose of this guideline, a bed and breakfast home is considered to be a single family dwelling in which temporary overnight accommodation and breakfast is provided to tourists and transients. The rooms are for sleeping purposes only and no cooking is permitted.

### BUSINESS LICENCE

A Business Licence is required from any person operating a bed and breakfast. An amount to be levied or collected for each twelve (12) month licence period shall be based on the current annual licence fee. Fire & Safety Inspections are required for a new licence, and any significant renovations made to support the bed and breakfast operation must meet current building code and be appropriately permitted. Operators are required to provide a parking plan and a fire & safety plan as a part of their business licence application.

### OCCUPANT LOAD

It is important that the use of bed and breakfast premises remain primarily that of a single family residence. The bed and breakfast home shall be operated as a secondary use only within the principal building, with a maximum 4 sleeping units (maximum two guests per bedroom/sleeping room). A fire alarm is required where the combined occupant load of the single family residence and bed and breakfast accommodation exceeds 10 (sleeping accommodations).

### FIRE EXTINGUISHERS

At least one multi-purpose fire extinguisher with a minimum 3A-10BC rating is to be provided in a convenient location, such as the hallway outside the bedroom(s). It is also desired to have a similar extinguisher by the exit. All extinguishers shall carry the CAN/ULC label.

### SMOKE & CARBON MONOXIDE ALARMS

Smoke alarms shall be installed in a location between the sleeping rooms and the remainder of the storey with a minimum of one per level. It is recommended that smoke alarms conforming to CAN/ULC-S531 be hardwired and interconnected and installed in each sleeping room and each hallway or living space serving sleeping rooms.

For a building that contains a fuel-burning appliance (eg. gas range or fireplace) or an attached garage, it is recommended that a carbon monoxide (CO) alarm(s) conforming to CAN/CSA-6.19 be installed either inside each bedroom, or within 5m of each bedroom door at a height recommended by the manufacturer's instructions.

### MEANS OF EGRESS

The entire building is to be free flowing and interconnected (no internal locking doors). Every bedroom shall have at least one outside window or exterior door openable from the inside without the use of keys, tools or special knowledge and without removal of sashes or hardware. The window shall provide an unobstructed opening of not less than 0.35 m<sup>2</sup> (3.75 sq.ft.) in area with no dimension less than 380 mm (15") and maintain the required opening during an emergency without the need for additional support.

## FIRE & SAFETY PLAN

Every household accepting paying guests, shall have a fire & safety plan and it should be rehearsed to ensure it works. The plan should include what action to take in case of fire and provide alternate routes of escape to a safe meeting place where everyone can be accounted for. The plan should take into account the presence of any guests in the house who may need to be assisted to safety. The planned route shall be clearly marked on a sketch and posted on the inside of the door in each bedroom/sleeping room provided for paying guests.

## ZONING

The City of Kelowna allows Bed and Breakfast businesses in the following zones:  
A1, A2, RR1, RR2, RU1, RU2, RU3, RU5

## RESTRICTIONS

[The City of Kelowna Zoning Bylaw No. 12375](#), states:

A bed and breakfast home is not permitted to operate within a secondary suite.

A bed and breakfast can only occur if there is only one dwelling unit on the lot

8.3.1 One off-street parking space is required per sleeping unit, plus the parking requirement for the principal dwelling unit.

Bed and breakfast homes shall comply with the following regulations:

9.3.1 a) The bed and breakfast home shall be operated as a secondary use only within the principal building, with a maximum four (4) sleeping units with accommodation for a maximum of two guests per sleeping unit, of a minimum area of 11 m<sup>2</sup> each; and  
b) b) The licensed operator of a bed and breakfast home must reside in the dwelling in which the bed and breakfast operation is located.

9.3.2 Parking areas and open space to be used by guests of a bed and breakfast home shall be oriented away from abutting development to minimize the impact of the operation on neighbouring properties.

9.3.3 All parking area and open space to be used by guests of a bed and breakfast home have to be visually screened from abutting properties by opaque fencing or landscaping.

## SIGNAGE

[The City of Kelowna Sign Bylaw No. 11530](#), states:

3.7.1 Home Based Business Sign – is a sign that identifies a licensed business secondary to the residential use of a lot

3.7.2 Regulations:

- a) May only be used for a Home Based Business – Major;
- b) Shall be a Fascia or Free-Standing Sign;
- c) May be externally illuminated by one (1) fixture of non-fluorescent light;
- d) The maximum sign area is 2.0 m<sup>2</sup> and the maximum height is 1.0 m from grade.

## GENERAL

An approved [decommissioning permit](#) is required where a suite or second kitchen containing facilities for the preparation or cooking of food exists.

## CONCLUSION

It is the business owner's responsibility to ensure zoning, use, building, health and any other requirements are satisfied prior to the issuance of a business licence. Failure to do so may result in a denial of your business licence application and/or bylaw enforcement action which may include fines and/or suspensions. Should you require any further information, please visit [kelowna.ca/business](http://kelowna.ca/business) email [businesslicences@kelowna.ca](mailto:businesslicences@kelowna.ca) or call 250-469-8617.