

# Attachment 1 – Summary of Renoviction By-Laws

**Table 1-A Comparison of Renoviction By-Laws**

<b>By-law element</b>	<b>New Westminster, British Columbia</b>	<b>Oakville, Ontario</b>	<b>Hamilton, Ontario</b>	<b>London, Ontario</b>	<b>Toronto, Ontario</b>	<b>Kitchener, Ontario</b>	<b>Waterloo, Ontario</b>
<b>Status of Program</b>	Repealed - November 2021  Provincial level changes rendered the policy redundant.	In effect – July 10, 2023	In effect – January 1, 2025	In effect – March 1, 2025	In effect – July 31, 2025	Council directed staff to begin drafting a rental renovation By-law. A draft by-law expected in Q1, 2026.	Council directed staff to begin drafting a framework for a renovation license by-law.
<b>Mechanics of Program Summarized</b>  (Refer to the tables below for a comprehensive breakdown)	The policy stated that a landlord shall not evict unless a building permit had been granted. An exemption was possible in extenuating circumstances, but required the support of a professional (e.g., architect).	A developer must receive a permit to demolish or convert a residential rental property with six or more units	Within seven days of submitting an N13 notice, a landlord must apply for a <i>Renovation Licence</i> . Agreement with tenants on temporary arrangements must be arranged after application.	Within seven days of issuing an N13 notice, a landlord must apply for a <i>Rental Unit Repair Licence</i> . Licence is issued upon all required documents, are provided and approved.	Within seven days of issuing an N13 notice, a landlord must apply for a <i>Rental Renovation Licence</i> . Licence is issued once all required documentation are provided and approved.	Program is not in effect yet.	Program is not in effect yet.

<b>By-law element</b>	<b>New Westminster, British Columbia</b>	<b>Oakville, Ontario</b>	<b>Hamilton, Ontario</b>	<b>London, Ontario</b>	<b>Toronto, Ontario</b>	<b>Kitchener, Ontario</b>	<b>Waterloo, Ontario</b>
<b>Costs</b>	Information not available.	Information not available.	Estimated annual combined budget of the Renovation Licence and Relocation Listing By-law is \$942,850	Estimated annual budget of \$330,000.	Estimated annual budget of \$1.8M.	Information not available.	Estimated annual budget of \$240,000.
<b>Related Housing Advocacy Initiatives</b>	Rental Replacement By-law; Tenant Relocation Policies; Tenant Information Package	N/A	Tenant Defence Fund Pilot Program; Tenant Support Program; Rental Property By-law; Rental Housing Protection By-law; Safe Apartment Buildings By-law	Residential Rental Unit Licence; Landlord Tenant Forum	Educational materials for tenants and landlords; Tenant Accommodation Plan/Compensation Plan; Residential Rental Property Demolition and Conversion Control	Rental Replacement By-law is implemented	Exploring development of a Rental Replacement By-law

**Table 2: New Westminster, British Columbia; [Business Regulations and Licensing \(Rental Units\) By-law](#)**

<b>By-law element</b>	<b>Description</b>
Status	<p>Policy adopted – June 2019</p> <p>Repealed – November 2021*</p> <p>*Provincial level changes rendered the policies redundant</p>
Administering Departments	Administered by By-law Enforcement and Social Planning with four FTEs
Program Mechanics	<p>Enforced through the Minimum Maintenance Standards as outlined in British Columbia’s Provincial Community Charter. The Charter allows municipalities to impose business licence conditions, including those that apply to private property.</p> <p>The policy stated that a landlord shall not evict unless a building permit had been granted. Council could grant exemptions in extenuating circumstances, but required the support of a professional (e.g., architect).</p>
Other Housing Advocacy Initiatives	<ul style="list-style-type: none"> <li>• Tenant Relocation Policies</li> <li>• Tenant Resource Advisory Committee</li> <li>• Tenant Information Package</li> <li>• Rental Replacement By-law</li> <li>• Inclusionary Housing</li> <li>• Revitalization Incentives</li> </ul>

**Table 3: Oakville, Ontario; [Rental Housing Protection By-law](#)**

<b>By-law element</b>	<b>Description</b>
Status	In effect – July 10, 2023
Administering Departments	Planning Services Department

<b>By-law element</b>	<b>Description</b>
Program Mechanics	<p>A Developer must submit a Section 99.1 permit to demolish or convert a residential rental property with six or more units. Application must include:</p> <ul style="list-style-type: none"> <li>• Detailed information on the property, existing units, current rents, and plan for demolition or conversion.</li> <li>• Proof of tenant consultation and notification of their rights.</li> </ul> <p>Within 14 days after an application is deemed complete, the applicant is required to provide proof of notice of application to tenants/leaseholders. The notice must contain information about the proposal and details on an information meeting for tenants and leaseholders.</p> <p>Upon the Town receiving an application, the town can impose conditions that is secured by an agreement registered on title to receive a permit, which may include:</p> <ul style="list-style-type: none"> <li>• For conversions, retain the existing rental units as rental for a period of at least 20 years and at similar rents.</li> <li>• For demolitions, replace the units in terms of numbers with a similar or greater number, a similar unit mix, a similar gross floor area, similar amenities and rent, and where "off-site" in a comparable geographic area for a period of at least 20 years</li> <li>• For either demolitions or conversion, a cash-in-lieu contribution to a rental housing reserve fund</li> <li>• Requirements securing tenants' right to return to replace or retained rental units in a similar location, similar size of unit (gross floor area and bedrooms), similar rents, similar amenities, and associated notification requirements.</li> <li>• Requirements for an enhanced Existing Tenant Protection package beyond the minimum required, including the right to return to the replacement or retained rental housing may be provided.</li> <li>• Any other requirements or provisions reasonably related to minimizing the impact of the Demolition or Conversion on the Town's rental housing supply and any tenants being displaced.</li> </ul>

<b>By-law element</b>	<b>Description</b>
Enforcement and Compliance	<p>This work is required for any permit to demolishing or converting a unit on a property with six or more units.</p> <p>Maximum fine for an offence under the By-law is \$100,000. In situations of a continuing offence, for each day that an offence continues, the maximum fine shall be \$10,000.</p>

**Table 4: Hamilton, Ontario; [Renovation Licence and Relocation By-law](#)**

<b>By-law element</b>	<b>Description</b>
Status	In effect – January 1, 2025
Administering Departments	<p>Building Division – hired 28 new FTEs dedicated to both the Renovation License and Relocation and Safe Apartment Buildings By-law.</p> <p>Approximately eight FTEs are estimated to be needed just for Renovation and Relocation.</p>
Costs	Expected annual program costs for the Renovation Licence and Relocation Listing By-law is \$942,850.

<b>By-law element</b>	<b>Description</b>
Program Mechanics	<p>Within seven days of serving an N13 notice, the landlord must:</p> <ul style="list-style-type: none"> <li>• Apply for a Renovation Licence.</li> <li>• Application must contain all required documents: completed PDF application form, copies of all N13 notices serviced to each impacted unit, proof of Building Permit, letter from qualified professional indicating vacant possession of each impacted rental housing unit and completed attestation form for each impacted rental unit.</li> <li>• Pay \$715 fee</li> </ul> <p>Within five days of submitting a Renovation Licence application:</p> <ul style="list-style-type: none"> <li>• Landlord must provide notice of application to the tenants, and post a notice on the premises</li> <li>• Completed agreement with impacted tenants regarding temporary arrangements (either housing or compensation)</li> <li>• Signed attestation form</li> <li>• Paid \$715 fee</li> </ul>
Enforcement and Compliance	<p>Enforcement is proactive and complaint based.  Performing renovations without a licence or transferring a licence are \$400.  Fines for non-compliance of the by-law range from \$500 to \$10,000 for an individual and \$500 to \$50,000 for a corporation.</p>
Other Housing Advocacy Initiatives	<ul style="list-style-type: none"> <li>• Educational materials to support the program</li> <li>• Tenant Defence Fund Pilot Program</li> <li>• Tenant Support Program</li> <li>• Rental Property By-law</li> <li>• Rental Housing Protection By-law</li> <li>• Safe Apartment Buildings By-law</li> </ul>

**Table 5: London, Ontario; [Rental Unit Repair By-law](#)**

<b>By-law element</b>	<b>Description</b>
Status	In effect – March 1, 2025
Administering Departments	Licensing Division with three FTEs
Costs	Expected annual budget of \$330,000 is anticipated.
Program Mechanics	<p>Within seven days of issuing an N13 Form, the landlord must:</p> <ul style="list-style-type: none"> <li>• apply for a Rental Unit Repair Licence</li> <li>• Application must be complete with all required documents, including copy of N13 form, affidavit regarding the delivery of Tenant Information Package (TIP), tenancy agreement, tenant’s written notice regarding returning to the unit, a report from a Qualified Professional stating the need for vacant possession, and an issued building permit.</li> <li>• Payment of \$600 application fee.</li> </ul> <p>A licence is issued once all above requirements are met and approved.</p>
Enforcement and Compliance	<p>Enforcement is proactive and complaint based.</p> <p>A person convicted of contravening the By-law is liable up to a maximum fine of \$25,000 upon a first conviction and a maximum fine of \$50,000 for any following convictions</p> <p>A corporation can receive a fine up to \$50,000 for a first conviction and up to \$100,000 for any subsequent convictions.</p>
Other Housing Advocacy Initiatives	<ul style="list-style-type: none"> <li>• Educational materials for tenants and landlords</li> <li>• Residential Rental Unit Licence</li> </ul>

**Table 6: Toronto, Ontario; [Rental Renovation License By-law](#)**

By-law element	Description
Status	In effect – July 31, 2025
Administering Departments	Building Division with 14 FTEs
Costs	Initial communication and educational materials to raise public awareness cost approximately \$200,000. Ongoing tenant education and communications costs around the Rental Renovation By-law are projected to require an annual budget of approximately \$300,000. Approximately \$1.8 million program budget is allocated in 2026.
Program Mechanics	<p>Within seven days of issuing an N13 Notice to a tenant, the Landlord must submit:</p> <ul style="list-style-type: none"> <li>• A copy of the building permit and any other permit required to carry out renovations.</li> <li>• A copy of the N13 notice to end tenancy.</li> <li>• \$700 application fee - waived for Multi-Tenant Housing Operators</li> <li>• A copy of a report prepared from a qualified person confirming that vacant possession is required for the renovation.</li> </ul> <p>Within two days of receiving a complete licence application:</p> <ul style="list-style-type: none"> <li>• The City will issue a Tenant Information Notice (TIN) to the landlord</li> </ul> <p>Within five days of receiving a TIN:</p> <ul style="list-style-type: none"> <li>• The landlord must post the TIN on the door of each affected rental unit and keep it posted until the City issues or refuses a licence. Within 14 days after the TIN is posted:</li> <li>• The landlord must submit a photograph of the posted TIN to the city by email. Once the City receives the email, a 14-day notification period begins.</li> </ul> <p>A minimum of 14 days after the notification has passed:</p> <ul style="list-style-type: none"> <li>• The landlord must submit a declaration form signed by both the tenant and the landlord indicating whether the tenant would like to return after the renovation</li> </ul>

	<ul style="list-style-type: none"> <li>• Where the tenant wishes to return, the landlord must submit a Tenant Accommodation Plan (including arrangements for temporary accommodation, arrangements to notify tenant of completion, arrangements for moving expenses) or a Tenant Compensation Plan (rent gap payment equal to average market rent minus current rent for months displaced, plus moving expenses).</li> <li>• Where the tenant wishes not to return, proof of compensation payment if the tenant has indicated they do not wish to return to the unit. This includes a lump-sum equal to three months of rent-gap payments and the moving expenses (i.e., \$1,500 or \$2,500 depending on unit size).</li> </ul> <p>The City will issue a Rental Renovation Licence upon all documentation above being approved.</p>
Enforcement and Compliance	<p>Enforcement is complaint-based.</p> <p>Violation of the bylaw may result in fines including:</p> <ul style="list-style-type: none"> <li>• Up to \$1,000 for failure to submit a licence application within seven days of issuing an N13 notice.</li> <li>• Up to \$10,000 per day for continuing offences.</li> <li>• Up to \$100,000 for evicting tenants without completing renovations or failing to follow the approved plan.</li> </ul>
Other Housing Advocacy Initiatives	<ul style="list-style-type: none"> <li>• Educational materials for tenants and landlords</li> <li>• Tenancy Accommodation Plan or Compensation Plan</li> <li>• Online Registry of Licences under development</li> <li>• Residential Rental Property Demolition and Conversion Control</li> </ul>

**Table 7: Waterloo, Ontario; Renovation License By-law**

By-law element	Description
Status:	Council directed staff to bring forward a draft renovation license by-law program on June 23, 2025. In initial staff reports to Council, the expected cost of the program after revenue is expected to be \$255,000 with two FTEs hired.

**Table 8: Kitchener, Ontario; Rental Renovation License By-law**

By-law element	Description
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Status:	Council directed staff to bring forward a draft rental renovation license by-law program. Development of the by-law is currently undergoing public engagement.
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