



TOWN OF STRATFORD BED AND BREAKFAST APPLICATION

1. PRINCIPAL OPERATOR INFORMATION

NAME: _____

MAILING ADDRESS: _____

PHONE: _____

EMAIL ADDRESS: _____

2. PROPERTY INFORMATION

PID: _____ LOT # _____ CIVIC ADDRESS: _____

NAME OF LANDOWNER: _____

CHECK HERE IF SAME AS ABOVE:

PHONE: _____

MAILING ADDRESS: _____

EMAIL ADDRESS: _____

3. REQUIRED DOCUMENTATION

- SCHEDULE "A" FROM PROPERTY DEED - if you do not have a copy, Taxation & Property Records at the Provincial Government should have this available for you.
- FLOOR PLANS - Please highlight/indicate in your floor plans what spaces are to be used for the Bed & Breakfast, what spaces will be common spaces, and what spaces will not be used for guest accommodations. All stories should be included. A maximum of 3 bedrooms can be offered for guest accommodation, with up to 5 rooms with approval from Town Council.
- SITE PLAN WITH PARKING LAYOUT - Dimensioned site plan must include 2 parking spaces for residents (including garage), plus 1 space per guest room. All parking spaces must fit on the applicant's property (not permitted in the provincial right-of-way). An Entranceway Application may be required if you need to widen your culvert to accommodate this requirement.
- LETTER OF AUTHORIZATION – Allows someone other than the Landowner to apply on their behalf.
- COPY OF PROVINCIAL TOURISM ESTABLISHMENT LICENSE – To be submitted to the Town, after this application is approved, and the license is issued by the Province.
- ALL RELEVANT BUILDING/DEVELOPMENT PERMITS - Please check with the Planning Department staff if you are doing renovations to ensure you don't require a building permit.

Town of Stratford
234 Shakespeare Drive
Stratford, PE C1B 2V8



Imagine that!

Planning Department
Phone: (902) 569-6253
Fax: (902) 569-1845

- APPLICATION FEE - \$300.00 (includes registration)

DECLARATION

I HEREBY CERTIFY THAT ALL INFORMATION HEREIN, THE ATTACHED PLANS, AND OTHER ATTACHED DOCUMENTS ARE COMPLETE AND CORRECT AND I, AS THE PRINCIPAL OPERATOR, OCCUPY THE DWELLING AS A RESIDENCE.

NAME OF PRINCIPAL OPERATOR (PLEASE PRINT): _____

SIGNATURE OF PRINCIPAL OPERATOR: _____

DATE: _____

APPLICATIONS WILL NOT BE ACCEPTED WITHOUT FULL PAYMENT OF FEES. PAYMENTS MAY BE MADE BY CASH, CHEQUE (PAYABLE TO THE TOWN OF STRATFORD), DEBIT, VISA OR MASTERCARD. PAYMENT IS DUE AT THE TIME OF APPLICATION.

PLEASE NOTE THAT MISSING DOCUMENTS MAY CAUSE DELAYS IN PROCESSING YOUR APPLICATION.

ALL BED AND BREAKFAST APPLICATIONS MUST CONFORM TO ZONING & DEVELOPMENT BYLAW #45, SECTION 8.28. BED AND BREAKFASTS.

After your application has been reviewed and approved, **the agreement must be signed by the Landowner & witnessed by a Commissioner of Deeds & Affidavits** (available at Town Hall). The signed agreement will be sent to the Provincial Land Registry, and a registered copy will be provided to the Town & Landowner. If you have any questions regarding this application, please contact the Planning Department.