

LAND USE

UNOCCUPIED SECONDARY SUITES – UTILITY BILLING EXEMPTION

LAN.38

POLICY

Date Policy Adopted: August 4, 1998
Date Policy Amended: December 18, 2006
Date Policy Amended: April 6, 2010

Council Resolution Number: 98/760
Council Resolution Number: 06/1238
Council Resolution Number: RC10/176

Effective August 1, 1998 the owner of a property with a dwelling unit (house) containing a secondary suite (secondary dwelling unit) which is unoccupied may make application for exemption from the additional utility fees payable.

The exemption will be granted subject to the following conditions:

1. The owner is the occupant of the dwelling unit (house).
2. The owner submits a completed application, on a form provided by the Municipality, including:
 - a) a declaration that the suite is not occupied;
 - b) an undertaking not to occupy or allow the suite to be occupied;
 - c) an undertaking to inform any potential purchasers of the property of the conditions for the exemption;
 - d) an undertaking to submit a new application for each billing year, prior to the 1st day of March.
3. The owner permits the Municipality to conduct a verification inspection.
4. The exemption is only for the current billing period prorated from the date the application is accepted by the Municipality.

5. The owner pays, at the time of the first application, an application and inspection fee.

Should it be discovered at any time that the suite is or has been occupied contrary to any of the conditions on which the exemption was based, the property owner will be billed for the entire billing period.