



**Owner's Self Assessment**

**Licensing Your Rooming/Lodging House**



These questions act as a helpful resource for property owners when they are renewing or applying to be licensed as a Rooming/Lodging House.

**Contact Information**

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**Property Owner:** \_\_\_\_\_ **Property Manager:** \_\_\_\_\_

**Property Address(es):** \_\_\_\_\_

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**Phone Number :** (     ) \_\_\_\_\_ **Email:** \_\_\_\_\_

**Number of Rooms:** \_\_\_\_\_ **Number of Tenants:** \_\_\_\_\_

**Part A**

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Are you aware that to operate a Rooming House in the City of Hamilton, you must meet the requirements for the following (please circle your answer):

<b>Zoning:</b>	Yes	No	Unsure	<b>Property Standards:</b>	Yes	No	Unsure
<b>Fire:</b>	Yes	No	Unsure	<b>Police Check:</b>	Yes	No	Unsure
<b>Health:</b>	Yes	No	Unsure	<b>Electrical:</b>	Yes	No	Unsure

**Part B**

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**1. Zoning**

a) Do you know the current zoning for your property?

**Yes      No      Unsure**

b) If you responded "Yes" to the above, what is your current zoning:

**Residential      Commercial      Industrial      Mixed-Use      Other**

**2. Fire**

a) Does your property have working smoke alarms on each floor in each unit?

**Yes      No      Unsure**

b) Does your property have fire extinguishers on each floor?

**Yes      No      Unsure**

c) Do you feel your property is fire safe?

**Yes      No      Unsure**

**3. Electrical Safety Authority (ESA)**

a) Has your property been inspected by EAS?

**Yes      No      Unsure**

**4. Fire Safety**

a) Has your property been inspected by the fire department?

**Yes      No      Unsure**

**5. Property Standards**

a) How old is your building? \_\_\_\_\_

b) Do you feel that your property is well maintained?

**Yes      No      Unsure**

c) Are you aware of the property standards for your building?

**Yes      No      Unsure**

d) Is there anything you want to change in regards to the cleanliness of your property?

**Yes      No      Unsure**

e) What would you say are the issues with regards to cleanliness and your property?

Please list: \_\_\_\_\_  
\_\_\_\_\_

**6. Licensing**

a) Is your property licensed as a legal lodging house within the city of Hamilton? (Licensing By-law 07-170 Schedule 9?)

**Yes      No      Unsure**

b) If your property is not licensed, do you feel that it can meet Hamilton's licensing requirements?

**Yes      No      Unsure**

c) What barriers do you face in regards to licensing your lodging house (if any)?

\_\_\_\_\_

d) What upgrades would you like to do to the property?

\_\_\_\_\_

e) Are you aware of any grant programs to upgrade the building? **Yes      No**

f) Would you like more information regarding grant programs and your building? **Yes      No**

**Other Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*For more information, contact Andrew Loucks, Housing Worker Rooming Houses for the Housing Help Centre, Hamilton, ON (at 905-526-8100 ext. 205 or at [andrew@housinghelpcentre.ca](mailto:andrew@housinghelpcentre.ca)). All information collected will remain confidential.*