



STRU Licensing

Report to Council

August 11, 2025

Purpose

- **Brief Statistics Update**
 - Licences and locations
- **To repeal and replace By-Law 2025**
 - By-Law to licence and regulate Short Term Rental Units in the Town of Essex
- **To adopt By-Law 2468**
 - Provides updates to STRU licensing fees, licensing term, and other areas of clarity
- **To approve Policy entitled Short Term Rental Unit Application Review Process**

Licences & Locations

Where & How Many?

Licences Issued

- 93 STRU Licences Issued (07/18/25)

- Breakdown by Zoning District

- Agriculture – 9
- Residential – 82
- Commercial District – 2
- Green District – 0

- Breakdown by Ward – PIE

- Ward 1 – 1
- Ward 2 – 3
- Ward 3 – 85
- Ward 4 - 4

Licenses Issued



■ Ward 1 ■ Ward 2 ■ Ward 3 ■ Ward 4

STRU Inquiries

Number of Inquires received based on Year and Location of intended operation

	2024	2025
Number of Inquires	13	6
Break Down by Location		
Essex	1	0
Colchester North	1	0
Harrow	0	0
Colchester South	11	6

One (1) Site Specific Zoning By-law Amendment received to permit an STRU in a residential zoning district. (File No. ZBA-02-24)

- Application Status – Denied due to inability to demonstrate need (05/06/24)



STRU Licensing By-Law

Proposed By-Law 2468, repealing and replacing By-Law 2025

-By-law to license and regulate Short Term Rental Units in the Town of Essex



Current Licensing Fees and Term

Type	Fee	Term
Short Term Rental Unit Licence	\$700.00	3 Year
Fire Inspection	\$147.12	3 Year
Filing an Appeal to the Appeals Committee	\$152.40	Per Appeal
Replacement of Short Term Rental Unit Licence	\$25.00	Per Replacement

Local Municipalities

Municipality	Annual Fees
Amherstburg	Licence: \$550 Renewal: \$500
Kingsville	Residential: (up to 4 occupants), \$400 (up to 6 occupants), \$750 (up to 8 occupants), \$1,400 (up to 10 occupants), \$1,750 Owner-Occupied (Where the owner/operator resides full-time on the same property as the Short-Term Rental.): \$250 Commercial: \$500
Windsor	Licence: \$301 Renewal: \$239

Proposed Licensing Fees and Term

Type	Fee	Term
Short Term Rental Unit Licence (New & Renewal)	\$500.00	1 Year
Fire Inspection	\$147.12	3 Year
Filing an Appeal to the Appeals Committee	\$152.40	Per Appeal
Replacement of Short Term Rental Unit Licence	\$25.00	Per Replacement

Enforcement

- Demerit Points and Set Fines
- Set Fines Application to be submitted to Ministry of the Attorney General after final approval of By-Law

Policy

Short Term Rental Unit Application Review Process

Policy Purpose

- To provide clear and consistent direction to all Applicants, Members of the Public, Members of Council and Town Staff to ensure a fair and transparent Short Term Rental Unit Application review process
- Applies to STRU Licence Applications under By-Law 1037 and By-Law 2468 respectively

Review Process

- Zoning Review process through Planning Department
- Fire Compliance process through Fire and Rescue Services
- Licensing Review process through Legal & Legislative Services



Questions & Discussion

Thank you