

Short-term rental operator checklist

Specialized Housing Enforcement is responsible for promoting the health, safety, and livability of the housing stock in the City of Mississauga. Inspections of short-term rentals are conducted to ensure they are safe, well-maintained, and compliant with regulations. The following checklist is a practical guide to what By-law Officers will look for. Please review this guide and acknowledge your awareness of the items which will require compliance with applicable Provincial and Municipal Legislation and City of Mississauga By-laws.

Exterior

- ☐ Exterior Walls
- ☐ Soffit and fascia in good repair
- ☐ House number visible from public right of way
- ☐ Siding is weathertight and intact
- ☐ No openings for animal infestations

Paint

- ☐ Wood surface weather protected
- ☐ No peeling, chipping, flaking or otherwise deteriorated paint

Foundation

- ☐ Structurally sound
- ☐ Free from holes or gaps
- ☐ Proper grading from the foundation

Roof

- ☐ Free of leaks
- ☐ Structurally sound
- ☐ No loose or missing shingles
- ☐ Roof overhang free from deterioration

Existing Gutters and Downspouts

- ☐ Free from debris
- ☐ Properly attached and drains away from the structure

Chimney

- ☐ Tuckpointing/mortar in good repair
- ☐ Stable, no bricking is missing

Porch and Deck

- ☐ Structurally sound and in good repair
- ☐ Stairways with more than three (3) risers have handrails

Stairs and Steps

- ☐ Securely attached, free from deterioration
- ☐ Stairways with more than three (3) risers have handrails
- ☐ Snow shovelled at all building exit doors

Premises and Accessory Structure

Garages and Sheds

- ☐ In good repair and structurally sound
- ☐ Not open to trespass
- ☐ Exterior surfaces are weather-protected and intact

Fences

- ☐ Well-maintained and in compliance with the by-law
- ☐ Wood surfaces weather-protected

Yard

- ☐ Grass and weeds not exceeding 20 centimetres
- ☐ Proper grading and ground cover
- ☐ No litter, car parts, yard waste, construction waste, or other debris
- ☐ Firewood neatly stacked and properly stored
- ☐ Waste containers are located in the proper place

Vehicles and Parking

- ☐ No parking in the front yard
- ☐ Parking only on approved surfaces
- ☐ No inoperable vehicles on-site
- ☐ No improper vehicles, RVs, or illegal trailer parking

Interior

Walls and Ceilings

- ☐ In good repair
- ☐ No loose wallcoverings
- ☐ Free from holes
- ☐ No flaking, chipping, or peeling paint
- ☐ Free from water damage

Floors

- ☐ In good repair
- ☐ No holes
- ☐ Structurally sound

- ☐ No trip hazards

Hallway and Stairs

- ☐ Clear pathways
- ☐ Handrails/Guardrails securely attached
- ☐ Continuous guardrails required on open sides, with graspable handrails
- ☐ Floor covering intact and secured to stairs

Sleeping Rooms

- ☐ Proper egress window or door to the outside
- ☐ Floor spaces conform to the Ontario Building Code (OBC) regulation
- ☐ Minimum ceiling height as per OBC
- ☐ Proper light and ventilation
- ☐ Receptacles are safe and in good condition

Windows

- ☐ No broken/cracked glass
- ☐ Easily openable and remains open without the use of a prop
- ☐ Openable windows must have screens and be in good repair

Weathertight

- ☐ Window frames and sashes must be free of cracked, chipped, peeling, chalking, or flaking paint and caulk

Doors

- ☐ Fit frames, closes and latches securely
- ☐ Proper working hardware
- ☐ Weathertight and free from holes
- ☐ Exit and entrance doors have functioning locks
- ☐ Storm screen doors are maintained in good condition and functioning closers

Kitchen

- ☐ Hot and cold running water with adequate pressure
- ☐ No loose or dripping faucets
- ☐ Drains function properly, free from obstructions
- ☐ Electrical appliances plugged directly into outlets without the use of extension cords or adapters

Bathroom

- ☐ Sink/Tub/Shower properly installed and maintained in good repair with caulking intact

- ☐ Toilet properly installed with all components intact and properly secured, maintained and functioning
- ☐ Light fixture(s) working
- ☐ No loose or leaking faucets
- ☐ Mechanical venting is working if present
- ☐ Hot and cold running water with adequate pressure required for each fixture

Electrical, Mechanical and Plumbing

Electrical

- ☐ Adequate service outlets
- ☐ Fixtures intact and functioning properly
- ☐ Extension cords do not present a hazard
- ☐ Cover plates on all outlets, switches and junction boxes
- ☐ All wiring properly installed and maintained

Mechanical

- ☐ Heating facility must be properly installed and maintained,
- ☐ Temporary heating devices shall not be used as the primary source of heat

Plumbing

- ☐ All plumbing lines must be installed and maintained to OBC
- ☐ Hot and cold running water with adequate pressure required for each fixture
- ☐ Waste line must be properly installed and vented
- ☐ No leaking faucets or pipes
- ☐ All pipes must be free from defects and obstruction and properly secured

Short-term rental operators should note that the checklist is not all-inclusive. It is intended as a guide to assist in preparing for an inspection. Short-term rental operators are responsible for ensuring that their properties are in compliance with all Municipal, Provincial, and Federal standards.