

GENERAL

Chapter 430 GROUP HOMES - REGISTRATION

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**Article 1
INTERPRETATION****430.1.1 Group home - defined**

“group home” means a residence licensed or funded under a federal or provincial statute for the accommodation of three to ten persons, exclusive of staff, living under supervision in a single housekeeping unit and who, by reason of their emotional, mental, social or physical condition or legal status, require a group living arrangement for their well being.

430.1.2 Registrar of group homes - defined

“registrar of group homes” means the City’s Manager of Design and Development or designate. By-law 2005-47, 28 February, 2005.

**Article 2
GENERAL PROVISIONS****430.2.1 Operation - without registration - prohibited**

No person shall own or operate a group home in the municipality that is not registered in accordance with this Chapter. By-law 2005-158, 26 August, 2000.

430.2.2 Registration - annual - form - Schedule ‘A’

Every owner or operator of a group home in the municipality shall make application to the registrar in the form prescribed by the registrar of group homes for:

- (a) registration of the group home;
- (b) annual renewal of registration of the group home by March 15th in each year thereafter.

430.2.3 Repealed: By-law 2005-47, 28 February, 2005

430.2.4 First registration - notification of information session

Every owner or operator of a group home shall submit to the City a brief description of the future group home on the owner/operator's letterhead. The City will circulate the information to all property owners within 60 metres (197 ft) of the proposed group home at least twenty days prior to occupancy of the group home. The 60 metres (197 feet) shall be measured from the closest point of the lot lines associated with each lot. By-law 2005-47, 28 February, 2005.

430.2.5 Registrar - renewal - requirements

The registrar:

- (a) upon receipt of a completed application in the form prescribed in Section 430.2.2, for the registration or renewal of registration of a group home; and
- (b) upon the registrar's certification of compliance with the City's zoning by-laws;

shall register or renew the registration of, as the case may be, the group home.

430.2.6 Fee - first registration

Every owner or operator of a group home, prior to first registration, shall pay to the City a one time fee for the first registration of the group home in such amount as is prescribed by Council from time to time. By-law 2002-158, 26 August, 2002; By-law 2005-47, 28 February, 2005.

430.2.7 Fee annual - prescribed by Council

Every owner or operator of a group home, after first registration, shall pay to the City an annual fee for the renewal of registration of the group home and thereafter in such amount as is prescribed by Council from time to time. By-law 2005-47, 28 February, 2005.

Article 3 ENFORCEMENT

430.3.1 Fine - for contravention

Every person who contravenes any provision of this Chapter is guilty of an offence and is liable, upon conviction, to a fine not exceeding Five Thousand Dollars (\$5,000), exclusive of costs, for each offence, recoverable under the *Provincial Offences Act*.

Article 4
ENACTMENT

430.4.1 Effective date

This Chapter shall come into force and take effect on the day of final passage of the enabling by-law. By-law 93-58, 8 March, 1993.

GROUP HOMES - REGISTRATION

SCHEDULE

Schedule 'A' - Registration form

CITY OF KITCHENER

DEVELOPMENT AND TECHNICAL SERVICES DEPARTMENT

GROUP HOME REGISTRATION FORM

Please Print Clearly

a) Subject Property

Name of Facility:

Mailing Address of Facility:

Legal Description:

b) Operator

Name of Operator:

Mailing Address:

.....

.....

Contact Person:

Phone:

c) Licensing or Funding

Ministry:

Check one or both: Licensed: Funded:

Act under which licensing or funding is given:

.....

By-law 93-58, 8 March, 1993; Schedule 'A'; By-law 2001-224, 26 November, 2001.