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# Extended Stay and Single Room Occupancy Hotels and Motels Policy

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## Table of Contents

Purpose .....	2
Extended Stay and Single Room Occupancy Hotel and Motel Importance.....	2
Policy Statements.....	3
Extended Stay and SRO Hotel and Motel Requirements .....	4
Extended Stay and SRO Hotels and Motels General Requirements .....	4
Extended Stay and SRO Hotels and Motels Split Classification Requirements.....	4
Resources .....	5
Definitions.....	5
Related Policies.....	5



## Purpose

This Assessment Policy ensures that BC Assessment (BCA) consistently classifies non-stratified extended stay and single room occupancy (SRO) hotels and motels. For the purposes of this document, any mention of hotel and/or motel refers to non-stratified hotels/motels.

## Extended Stay and Single Room Occupancy Hotel and Motel Importance

Extended stay hotels or motels are ones designed for travellers staying in an area for five or more consecutive days. These properties differ from others in that the rooms and amenities are oriented towards a more residential atmosphere (e.g., large living areas, full kitchens, and separate baths). Single room occupancy buildings contain rooms intended or designed to be used, rented, or occupied for sleeping or living purposes by tenants and is the primary residence of those tenants.

It is important to adhere to this assessment policy to:

- adhere to relevant legislation and legal direction;
- produce and accurate and consistent assessment roll and other property information products;
- ensure extended stay and single room occupancy hotel/motel properties are accurately and consistently assessed and classed; and
- provide extended stay and single room occupancy hotel or motel property owners and local governments with uniform property assessments.



## Policy Statements

1. Occupancy information to support classification of single room occupancy (SRO) rooms dedicated for long-term rental must be collected annually via directed information request.
2. Non-stratified properties used exclusively as a hotel or motel must be placed entirely in Class 06 – Business and Other except for any portion used by the manager for their residence, which will be placed in Class 01 – Residential.
3. Hotels or motels that:
  - are used for monthly (long-term) rentals, or both short-term overnight accommodation and monthly rentals; and
  - have rooms that are dedicated exclusively to monthly (long-term) rental for the 12 month period ending October 31,must have their classification split between Class 01 - Residential and Class 06 – Business and Other as per [Hotel and Motel Split Classification Requirements](#).



## Extended Stay and SRO Hotel and Motel Requirements

### Extended Stay and SRO Hotels and Motels General Requirements

1. Extended stay and SRO hotel/motel owners must be sent a Hotel Room Occupancy Declaration Cover Letter and Form on an annual basis to collect information in support of classification of SRO rooms dedicated to short/long-term rental.
2. Properties used exclusively as a hotel or motel must be placed entirely in Class 06 - Business and Other except for any portion used by the manager for their residence, which will be placed in Class 01 - Residential.

### Extended Stay and SRO Hotels and Motels Split Classification Requirements

1. Rooms within a hotel or motel that are dedicated exclusively to long-term (i.e., monthly) rental for the 12-month period ending October 31 must be classified as Class 01 - Residential.
2. Rooms within a hotel or motel that are dedicated to short-term overnight accommodation (i.e., daily or weekly rental) or are used for long-term (i.e., monthly) rental for less than the full 12-month period ending October 31 must be classified as Class 06.
3. Common areas within hotels or motels must have their classification apportioned to Class 01 and 06 based on the split of the rest of the hotel or motel (accommodation rooms) unless:
  - it can be determined that the common area is used or set aside for the exclusive use of either Class 01 (monthly rentals) or Class 06 (daily or weekly rentals) purposes.
4. Portions of hotels or motels that are used by individual tenants as ancillary to their accommodations (e.g., parking stalls, individual storage lockers, etc.) must be classified consistently with the room to which they are ancillary.



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## Resources

### Definitions

- Refer to the [BC Assessment Glossary page](#) for term definitions.

### Related Policies

- [Hotels and Motel Properties Policy](#)
- [Strata Hotel and Motel Properties Policy](#)
- [Strata Accommodation Properties \(SAPs\) Policy](#)
- [Tourist Accommodation Assessment Relief Act \(TAARA\) Policy](#)

