

14.0 HOME BASED BUSINESSES

14.1 ACCESSORY USE

All home based businesses shall:

- Be considered clearly as secondary and accessory uses to the primary residential use of the property;
- Maintain the privacy and enjoyment of adjacent residences and the character of the neighbourhood;
- Be entirely enclosed within a building, except a Child Care Centre is to use the rear yard as a play area;
- Not involve any internal or external structural alterations to the primary residential dwelling unit;
- Not externally indicate in any manner, other than one permitted sign, that the residential dwelling is being used for any other use than a residential use;
- Not involve the unenclosed storage or display of any materials related to the Home Based Business use;
- Be subject to a potential additional municipal water fee as determined by the Authority; and,
- Be subject to an annual business licensing requirement, as determined by the Authority.

14.2 PERMITTED USES

Only the following occupations and professions, and similar uses not specifically listed as follows, may be conducted as a home based business:

- Business and professional offices, excluding real estate offices, but including medical and dental offices;
- Artisan and other home crafts;
- Food preparation for catering services and baking;
- Bed and Breakfasts;
- Music and dance lessons and educational tutoring;
- Telephone and mail order business;
- Art gallery and framing shop;
- Pet grooming services;
- Shoe repair, dressmaking, sewing repairs and tailor shop;
- Furniture repair and upholstery;
- Sale of bedding plants and trees grown on the same lot;

- Varied personal service uses that do not disrupt the residential character of the neighbourhood such as small appliance, clock/watch, bicycle, ski and snowboard and computer repair, locksmiths, manicurists and insurance agents; and,
- Discretionary Uses as approved by the Authority.

14.3 EXCLUDED USES

An accessory home based business shall not include any business activity related to any of the following uses:

- Occupations that discharge or emit odors, noxious or toxic matter or vapors; heat, glare, noise and/or radiation;
- Manufacturing, welding or any other light industrial use;
- The salvage, repair, maintenance or sales of motor vehicles, or motor vehicle engines or parts;
- Tow truck operations;
- The use of mechanical or electrical equipment except as ordinarily utilized in purely domestic, household, recreational hobbies or a home office use;
- The use of any motor vehicle exceeding 4,500kg (9,920lbs.) licensed gross vehicle weight, or a commercial vehicle unless such vehicle is completely enclosed within a building;
- Materials and commodities that involve delivery to and from the home based business residence in such bulk or quantity as to require regular or frequent delivery by a commercial vehicle or trailer;
- Occupations that result in traffic congestion, on street parking overflow, electrical interference, fire hazards or health hazards;
- Veterinary clinics, pet breeding and boarding kennels;
- Orchestra and band training;
- Tutoring or lessons for more than three classes per day to a maximum of six students per day;
- Office uses that generate regular daily visits by clients;
- Public assembly use;
- Telephone or mail order sales of goods where customers enter the premises to inspect, purchase or take possession of goods;
- The sale of any commodity not produced on the premises;
- Warehouse outlet;
- Contractors Yards;
- Adult Entertainment Uses; and,
- Any other use that is not complimentary to the quiet enjoyment of a residential neighbourhood.

14.4 BEAUTY SALONS AND OTHER USES

- Beauty salons, hair stylists, barbers, massage services and tanning salons shall only be permitted as Home Based Business uses as a Discretionary Use, on the basis of specific outlined conditions being addressed by an applicant, and as approved by the Authority, except on properties larger than 0.8ha (2.00 acres) within the RR-1 and Rural zones where such uses are permitted as a Home Based Business.
- Beauty salons, hair stylists, barbers, massage services and tanning salons that are currently licensed as home base business but become non-conforming upon registration of these Development Regulations, shall be allowed to continue, and are subject to Regulation 14.5 (5) and (6); and,
- Home based businesses for beauty salons, hair stylists, barbers, massage services and tanning salons shall not be open nor operate past 9 p.m. each evening.

14.5 GENERAL REGULATIONS

- No more than two home based businesses shall be permitted within any one residential dwelling unit or accessory building;
- A home based business shall only be conducted by the residents of the dwelling unit where the business is located;
- A home based business use shall occupy less than 25% of the total floor area space of the dwelling unit, to a maximum of 45sm (484.4sf), except for a Child Care Centre which may use 50% of the total area space of the dwelling unit and where an accessory building is used for the home based business, the accessory building size shall not exceed 46sm (495sf), except for property in excess of 2.0ha (5.0 acres) in the RR-1 and Rural zones, the accessory building size for a home based business shall not exceed 140sm (1,507sf);
- Home based businesses shall have a maximum of 3 employees per home based business use, including not more than 1 non-resident employee;
- Any and all persons intending to conduct a home based business shall apply to the Town for an application for a business license on the form prescribed by Council Policy; and,
- Home based business licenses may be subject to annual review and evaluation, including an assessment of any neighbourhood complaints received. Council may determine to not renew any home based business license for an operation that is deemed not to be in full compliance to the requirements of Regulation 14.0 of the Development Regulations.

14.6 HOME BASED BUSINESS PARKING REQUIREMENTS

- In addition to the two required parking spaces for a residential zone use, a Home Based Business shall provide one additional parking space for each non-resident employee working at such facility;
- A minimum of two parking spaces are required for Home Based Business uses involving students, patrons and a Child Care Centre, and for a Bed and Breakfast Use;
- All parking spaces are to be provided on the Lot for the Home Based Business use and are to be paved or otherwise made durable and dust free; the front yard shall not be used to provide the required parking spaces; and,
- The Home Base Business applicant shall provide a Site Plan that indicates the parking spaces location and any landscape improvements related thereto at time of business license application.

14.7 SIGNAGE FOR HOME BASED BUSINESSES

A Home Based Business may have one non-illuminated sign not exceeding 0.20sm (2.15sf) which includes the name of the Home Based Business and/or that of the license holder. The sign shall be placed within or flat against the main front wall of the dwelling unit or on an entry feature such as a gate, fence or steps, as approved by the Authority.

14.8 BED AND BREAKFAST USE

- Bed and Breakfast uses are only allowed as a discretionary use within the Principal Building in the RS, RR-1 and Rural zones, and within Single Family Residential dwellings in the RM zones, and where such dwelling units are well maintained and attractive to the intended tourism accommodation use;
- Bed and Breakfast proposed uses will need to address the discretionary use provisions for conditions of use, including neighbourhood consultation and receive approval of the Authority
- The principal use of the residential dwelling unit shall continue to be the home for the ongoing occupation by a single family; no other use such as for a Residential Care or Boarding use shall be permitted at the same time as a Bed and Breakfast use;
- The person(s) operating the Bed and Breakfast shall hold a valid license issued by the agency/ agencies having jurisdiction or authority;
- No more than three bedrooms accommodating not more than six persons at any one time may be used by residential homes for a Bed and Breakfast use;
- The maximum stay for any one patron shall be not more than 45 days in a 12 month period;

- Bed and Breakfast amenities shall include a minimum of sleeping accommodation area per bedroom of 12.0sm (129.1sf) and full bathroom and washroom facilities with potable hot and cold water for each bedroom;
- Breakfast is the intended meal to be provided to the Bed and Breakfast patrons; and,
- A Bed and Breakfast Use is not permitted within a subsidiary apartment, a mobile home or within multi-unit dwellings units in the RM zones.

14.9 CHILD CARE CENTRE AS HOME BASED BUSINESS

- A Child Care Centre shall be permitted in the Rural and RR-1 zones, but shall be a discretionary Use within the identified RS and RT zones;
- A Child Care Centre shall be duly licensed and approved, staffed, equipped and operated in accordance with the requirements of the agencies having jurisdiction or authority; and,
- A Child Care Centre operating as Home Based Businesses shall be sited a minimum of 300.0m (984.2ft) from another Child Care Centre.

14.10 HOME BASED BUSINESS APPLICATION

All Home Base Businesses are to apply for a license to operate or to continue to operate within a residential zone property, on the application form prescribed by Council Policy.