



BUSINESS LICENSING CHANGES

FREQUENTLY ASKED QUESTIONS

HOME OCCUPATIONS

WHAT ARE THE CHANGES TO HOME OCCUPATIONS?

There are four areas where changes and updates were made through the Zoning Amendment Bylaw 2573, 2022:

- 1. Definitions:** New definitions that explain the types of Home Occupations as either a “Business” or “Office” entity. Currently, these are referred to as “Home Occupations - Standard and Minor” in the Zoning Bylaw.
“Business” entities are defined as those home-based businesses that take place within a dwelling, such as, personal services, personal training or artisan studios.
“Office” entities are defined as those home-based businesses that are administrative in nature, such as bookkeeping or tax preparation services.
- 2. Number of Home Occupations:** Regulations that set the allowable number of combinations of “Business” or “Office” Home Occupations for each dwelling unit.
Each dwelling unit may not have more than two Home Occupations and no more than one “Business” entity.
- 3. Home Occupation – Business Entities:** Including Secondary Suites and Bed and Breakfast Operations as “Business” entities to ensure adequate parking in residential neighbourhoods.
- 4. Business Vehicles:** “Office” entities are not permitted to be serviced by a business vehicle - this does not include a personal vehicle.

WHAT DIDN'T CHANGE?

It was proposed to reduce the number of customer visits from 20 per day to 10 per day; however, through the Zoning Bylaw amendment process and based on public input that proposed change was not made. Instead, Council decided to keep the customer visits for “Business” entities at 20 per day.

Signage and off-street parking requirements for “Business” entities also remain the same.

WHY WERE THESE CHANGES MADE?

Council adopted the new Business Licence Bylaw 2563, 2021 which comes into effect on January 1, 2023.

Previously, regulations around Home Occupations (Home-based Businesses) were partially in the Business Licence Bylaw and the Zoning Bylaw. These changes remove the regulations from the Business Licence Bylaw and place them together in the Zoning Bylaw.

These changes ensure that home-based businesses can thrive in our community while ensuring residential areas retain their form and character. As a business grows, it should look to find a commercial space to meet the needs of its customers.

WHAT CHANGED IN THE NEW BUSINESS LICENCE BYLAW?

The new Business Licence Bylaw 2563, 2021 comes into effect on January 1, 2023. Here are the key changes:

- 1. Licencing Term -** The licencing term in the new bylaw has been adjusted to a January 1 - December 31 term to align all business licences on the same renewal schedule.
- 2. Renewal Process -** Licences that have not been renewed by January 31 of the renewal year will be terminated as of February 1 and require a new application.
- 3. Pro-Rated Fee -** A pro-rated fee model with a quarterly percent reduction has been implemented to align with the new licensing term.
- 4. Owner Consent -** To ensure an owner is aware of a home occupation operating in a rental dwelling unit, an ownership consent section has been added.

WHERE CAN I LEARN MORE?

More information about these changes can be found at fortstjohn.ca/business-license-changes.