



# VILLAGE OF BELCARRA

*"Between Forest and Sea"*

4084 BEDWELL BAY ROAD, BELCARRA, B.C. V3H 4P8

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## Home Occupation Regulations

The ***Village of Belcarra*** requires every person carrying-on, maintaining, owning or operating within the municipality any profession, business, trade, occupation, calling, undertaking, or thing to hold a valid **business licence**:

- **Home Occupation** means an occupation or profession carried-on by an occupant of the dwelling unit for consideration which is clearly incidental and subordinate to the use of the parcel for residential purposes, and includes a Family Day Care facility.
- A **home occupation** is subject to the provisions of [Section 207](#) of the Belcarra [Zoning Bylaw No. 253, 1996](#) (as amended), and must comply with the regulations contained therein.
- A **home occupation** requires a **business licence**, and interested persons should also read the Belcarra [Business Licence Bylaw No. 227, 1995](#).
- Click here for [Business Licencing Information](#) and the **business licence** application form in Adobe Acrobat PDF format.
- The **home occupation business licence** fees vary depending upon the type of business being conducted, and are detailed in [Schedule "3"](#) of the Belcarra [Fees and Charges Bylaw No. 400, 2008](#).
- The **home occupation business licence** must be visibly displayed on the premises, and is valid for one year from the date of commencement of the business.
- If you have any questions about the **home occupation business licence** or the application process, contact [Lynda Floyd](#) at 604-937-4100 or visit the Belcarra Village Office between 8:00 am and 4:00 pm, Monday to Friday:

**Belcarra Municipal Hall  
4084 Bedwell Bay Road  
Belcarra, BC V3H 4P8**

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# VILLAGE OF BELCARRA

## Zoning Bylaw No. 253, 1996

### HOME OCCUPATION REGULATIONS

#### **Section 207 – Home Occupation Use**

In any zone in which a Home Occupation Use is permitted, the following conditions shall be satisfied:

- (1) The activities shall be conducted entirely within the principal building or accessory building except where such activity involves horticulture or a family day care.
- (2) The home occupation shall not involve external structural alterations to the dwelling unit or show any exterior indications that the dwelling unit is being utilized for any purpose other than that of a dwelling unit.
- (3) The use shall not involve the storing, exterior to the building or buildings, of any materials used directly or indirectly in the processing or resulting from the processing or any product of such craft or occupation.
- (4) The use may involve the display and the sale of a commodity that is produced on the premises, however in no case shall the retailing of the commodity be the primary home occupation use.
- (5) The use within the principal building shall occupy no more than 20% of the floor area of the principal building, up to a maximum of 50 m<sup>2</sup>.
- (6) The use within one or more accessory buildings shall occupy a total of not more than 50 m<sup>2</sup>.
- (7) In no case shall the aggregate floor area of all buildings used for home occupation use exceed 50 m<sup>2</sup> on a parcel of land.
- (8) The total display area of any outdoor advertising sign shall not exceed 0.4m<sup>2</sup>.
- (9) Not more than the equivalent of two full-time persons shall be engaged in a home occupation, one of which shall be a resident of the dwelling unit.
- (10) Home crafts or occupations shall not discharge or emit the following across lot lines:
  - (a) odorous, toxic or noxious matter or vapours;
  - (b) heat, glare, electrical interference or radiation;
  - (c) recurring ground vibration;
  - (d) noise levels exceeding 45 decibels, except during the hours of 9:00 AM to 5:00 PM from Monday to Friday, in which case the noise levels shall not exceed 55 decibels.
- (11) The use shall provide parking in accordance with the requirements in the applicable zone.
- (12) No automobile, boat, or other machinery servicing or repair is permitted as a home occupation use.

# VILLAGE OF BELCARRA

## Business Licence Bylaw No. 227, 1995

### SCHEDULE "B"

#### HOME OCCUPATION – BUSINESS

DESCRIPTION OF BUSINESS ACTIVITY: \_\_\_\_\_

If Accessory Home Based Business: \_\_\_\_\_

Square Footage of Office Space in House: \_\_\_\_\_

Total Square Footage of House: \_\_\_\_\_

Total Number of Workers in Business: \_\_\_\_\_ (including owners working in business)

Number of On-Site Parking Spaces Allocated to your Business: \_\_\_\_\_

Owner of Building: \_\_\_\_\_

Starting Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Certificate Type and No. \_\_\_\_\_

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#### APPROVALS REQUIRED BY THE BYLAW & LICENCING DEPARTMENT

**ZONING** \_\_\_\_\_ **BUILDING** \_\_\_\_\_ **FIRE** \_\_\_\_\_ **BYLAW** \_\_\_\_\_ **OTHER** \_\_\_\_\_

Trade Category: \_\_\_\_\_ Application No. \_\_\_\_\_

Quantity: \_\_\_\_\_

Fee: \$ \_\_\_\_\_

Premises Approved by Building Inspector: \_\_\_\_\_

Date Approved: \_\_\_\_\_