



District of Elkford

816 Michel Road P.O. Box 340 Elkford, B.C. V0B 1H0  
P. 250.865.4000 • F. 250.865.4001 • info@elkford.ca • www.elkford.ca

## HOME OCCUPATION BUSINESS LICENCE APPLICATION

### COMPANY INFORMATION

Business Name \_\_\_\_\_

Business Civic Address \_\_\_\_\_

Contact Name \_\_\_\_\_

Description/Type of Business \_\_\_\_\_

Website address \_\_\_\_\_ Email Address \_\_\_\_\_

### BUSINESS MAILING ADDRESS AND INFORMATION

Mailing Address \_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_ Cell \_\_\_\_\_

Owner Name \_\_\_\_\_ Fax \_\_\_\_\_

### ADDITIONAL INFORMATION

Is the above Business Location currently under construction and/or renovation? Yes or No

Will customers have access to the business? Yes or No If Yes, Fire Safety Inspection must be completed

Fire Safety Inspection: Please attach copy of Inspection

Manufacturing-(not including the making of crafts) Yes or No Please explain: \_\_\_\_\_

Any storing of stock: Yes or No Any storing of Hazardous materials: Yes or No

Business location rented or owned: Yes or No If rented, the owner's consent is required. Please provide a letter of authorization from the owner.

Parking provided: \_\_\_\_\_ Signage: \_\_\_\_\_

Times of Business operation: \_\_\_\_\_

I/We \_\_\_\_\_, hereby make application for a licence in accordance with the particulars as stated above and declare that the above statement is true and correct. I undertake that if granted the Business Licence applied for, I will comply with each Bylaw now in force or which may hereafter come in to force in the District of Elkford.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

FOR OFFICE USE ONLY	
Customer Code:	Licence Type:
Folio No:	Zoning: Use is permitted:
Client Type:	Water/Utilities Billing Set Up: Garbage Bin:
Building Inspector: (where applicable)	Fire Department:
Licence Inspector:	Date of approval:



Wild at heart.

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## Home Occupation Applicants Information Sheet

The following is a list of provisions for home occupation businesses as set out in the District of Elkford Zoning Bylaw No. 592: (refer to Zoning Bylaw for complete regulations)

1. shall be carried on by the residents of the dwelling unit and no person who is not a resident of the dwelling unit shall be employed in such occupation
2. shall be conducted entirely within an enclosed dwelling unit or an accessory building
3. shall not involve the sale of a commodity on the property unless it is produced on the premises, except for mail order sales
4. shall not involve the storage of materials outside the enclosed dwelling unit or an enclosed accessory building
5. shall not require delivery of material or commodities in such bulk or quantity to require regular delivery by a commercial vehicle or trailer
6. shall not generate any increase in automobile parking
7. shall produce no offensive noise, odorous, toxic or nontoxic matter, heat, glare or radiation, dust, smoke, or electrical interference
8. shall not involve storage of ammunition materials for sale. Also, no storage of products that produce inflammable or explosive vapours or gases
9. shall only include offices for contractors, tradesman or mobile services
10. family day care centre shall be licenced and be limited to no more than 5 children
11. Bed and Breakfast shall remain a family residence, not more than two sleeping units, only one meal provided daily before noon, no liquor sold or offered, parking shall be accommodated on the existing driveway.