

**VILLAGE OF BARNWELL  
HOME OCCUPATION DEVELOPMENT PERMIT APPLICATION**

Date of Application: \_\_\_\_\_

Home Occupation Permit Application No.	_____
---	-------

**IMPORTANT NOTICE:** This application **does not** permit you to operate the business until such time as a notice of decision has been issued by the Development Authority. If a decision has not been received within 40 days of the date of application and no extension agreement has been entered into, you have the right to deem the application refused and file an appeal to the Subdivision and Development Appeal Board.

**APPLICANT INFORMATION**

Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_

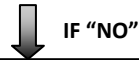
Phone (alternate): \_\_\_\_\_

City: \_\_\_\_\_

Fax: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Is the applicant the owner of the property?  Yes  No



Name of Owner: _____	Phone: _____
Mailing Address: _____	Phone (alternate): _____
City: _____	Fax: _____
Postal Code: _____	
Applicant's interest in the property:	
<input type="checkbox"/> Agent	
<input type="checkbox"/> Contractor	
<input type="checkbox"/> Tenant	
<input type="checkbox"/> Other _____	

**PROPERTY INFORMATION**

Municipal Address of Home Occupation: \_\_\_\_\_

Legal Description: Lot(s) \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_

---

**BUSINESS DESCRIPTION**

---

- (1) Describe the primary function of your business. What goods and/or services are provided? Attach an additional sheet describing the business.
- (2) Is there another home occupation already operating out of the residence?  Yes  No
- (3) Where will the business operate from?  In-home  Accessory building
- (4) How will you interact or do business with your clients or customers?
- In person.** Clients/customers will come to the residence. On average, how many clients will come to the residence?
- Less than 1 per day  1-5 per day  More than 5 per day
- Remotely.** Clients/customers will not be coming to the residence but will only be in contact by:
- Phone  Fax  Mail  Courier  Internet/Email
- (5) How many parking spaces for any client visits, deliveries, etc. will be available? \_\_\_\_\_
- (6) What will the days of operation be?  Mon-Fri  Weekends  7 days/wk  Part-time
- (7) Will there be any employees that are not residents of the dwelling?  Yes  No
- If YES:
- How many employees will come to the residence? \_\_\_\_\_
- Will more than 1 employee come to the residence at a time?  Yes  No
- (8) Will there be any equipment or materials stored outside the dwelling that will be used in conjunction with the business?
- Yes (list materials & quantities) \_\_\_\_\_
- No
- (9) Will any vehicles/machinery/tools be used to operate the business? Please list.
- \_\_\_\_\_
- (10) Will there be any flammable or hazardous materials on the premises as a result of the business?
- Yes (list materials & quantities) \_\_\_\_\_
- No
- (11) Will any goods be displayed at the residence?  Yes  No
- (12) Will there be a sign for the business?  Yes  No

---

**DECLARATION OF APPLICANT/AGENT**

---

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to the application for a Home Occupation. I also consent to an authorized person designated by the municipality to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application.

*IMPORTANT: This information may also be shared with appropriate government/other agencies and may also be kept on file by those agencies. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP).*

---

APPLICANT

---

Registered Owner (if not the same as applicant)

# VILLAGE OF BARNWELL

## HOME OCCUPATION DEVELOPMENT PERMIT APPLICATION

---

### GENERAL STANDARDS

---

The following general standards apply for home occupations. This is not necessarily an exhaustive list and the Development Authority may impose additional conditions if it deems them necessary.

**General Standards:**

- The business operator must be a full-time resident of the home.
- Only one home occupation shall be permitted per dwelling.
- The use shall not generate more traffic (pedestrian or vehicular) or vehicular parking than normal within the district.
- No commercial vehicle (great than 681 kg/ ¾ ton) shall be parked or maintained on a public road right-of-way or lane.
- No offensive noise, vibration, electrical interference, smoke, dust, odours, heat or glare shall be produced by the use.
- The use cannot cause an increased demand on any one or more utilities such that the combined total consumption exceeds normal demand for residents in the area.
- A sign (maximum 0.4 m<sup>2</sup>/4 sq.ft) may be located in the structure window advertising the home occupation for Home Occupation A.
  - Home Occupation B may propose a sign. If Home Occupation B, please attach any plans for signs other than a window sign as applicable for Home Occupation A (above).