



**TOWN OF BARRHEAD
HOME BASED BUSINESS APPLICATION**

Box 4189, 5014-50 Avenue, Barrhead, AB T7N 1A2

Phone: (780) 674-3301 Fax: (780) 674-5648 e-mail: town@barrhead.ca

Application: New Renewal Date: _____
Annual Fee: **\$175.00**

Applicant Information:

Applicants Name: _____
Business Name: _____
Phone No(s): Res: _____ Business: _____
Civic Address: _____ Postal Code: _____
Mailing Address (If different from above): _____
Email Address: _____

Business Information

1. Describe the Business: _____
2. What will the hours of operation be? _____
3. Will there be clients coming to the home? Yes No
If yes how many _____ and how often? _____
4. If applicable how many off-street parking stalls are provided? _____
5. Will there be any storage of stock, materials, goods and equipment inside the home?
 Yes No If yes what is stored? _____
Where is it stored? _____
7. Will there be deliveries made to the home? Yes No
If yes, what type and how often _____

Fire Department Information:

Are any hazardous/flammable goods or chemicals stored as a result of the business?
 Yes No (ie solvent, paint thinners, special cleaner etc)
If yes, please provide product description: _____
Quantity of hazardous product: _____
What type of storage containers are the products in? _____
Where are the hazardous/flammable products stored? _____

Signatures:

Date Signature of Applicant

For Office Use Only

License No: _____ Amount Paid: _____ Receipt No.: _____

Land Use District: _____

Date Signature of Inspector or Development Authority

HOME BASED BUSINESSES

- a) A Home Based Business shall be operated as a secondary use only and shall not change the principal character and external appearance of the dwelling in which it is located.
- b) A Home Based Business may have one non-illuminated fascia sign or nameplate to identify it, either within or flat attached to the dwelling with a maximum area of 0.92 m² (2.0 ft²).
- c) A Home Based Business shall not use more than 27% of the gross floor area of the residence.
- d) A Home Based Business shall not create any dust, traffic, congestion, late visitations, noise, odours, noxious fumes, interference with telecommunications or vibrations emanating from the premise which is not normally produced by a dwelling unit.
- e) A home occupation shall not generate any pedestrian or vehicular traffic or parking that is a source of inconvenience to adjacent landowners or tenants.
- f) There shall be no outside storage of materials, commodities or finished products.
- g) A Home Based Business shall be reviewed upon receipt of a complaint by an affected landowner. A permit for a Home Based Business may be suspended or revoked on the basis of non compliance on 30 days notice.
- h) A Home Based Business shall not create on-street parking that may be determined by the Development Authority to be an inconvenience to adjoining landowners or tenants.
- i) This provision does not apply to Home Based Businesses that have no non-resident employees, no signage, client visitations and is otherwise indistinguishable from the principal residential use.

BED AND BREAKFAST OPERATIONS

- (1) Persons wishing to operate a bed and breakfast operation shall be required to apply for a home based business license from the Town of Barrhead.
- (2) A bed and breakfast operation shall be limited to residential land use districts and shall be contained entirely within the principal building.
- (3) A bed and breakfast operation shall be limited to one meal provided on a daily basis to registered guests only with such meal being prepared in one common kitchen and served in one common room.
- (4) In addition to the off-street parking requirements for the dwelling unit itself, as stipulated in the Land Use Bylaw, 1 (one) off-street parking space per rented guest room shall be required for a bed and breakfast operation.