

HOME OCCUPATION GUIDELINES

IS A BUSINESS LICENCE REQUIRED?

Business Licences are required for anyone conducting business or offering services within the City of Castlegar. This includes businesses that are located and operated from a place of residence.

WHAT TYPES OF HOME-BASED BUSINESS ARE PERMITTED?

The following types of businesses are permitted as home occupations:

- advertising or promotional agents, insurance agents, financial advisors
- locksmiths or security system services
- repair services for household goods, repair or alteration of clothing
- business administration offices
- care facilities (maximum of 8 children or 5 adults during the day)
- clinics
- hairdressers
- professional offices
- studios for fine arts, graphic design, wood carving, ceramics, photographs, framing
- provision of lessons in painting, sculpting, music, dancing and other skills of arts with less than 6 students at one time
- retail sales of commodities that are manufactured on the same premises; or mail order retail sales or rentals that are ordered by mail, telephone or e-mail, provided that the customers do not enter the premises to inspect, rent or purchase
- pet grooming services located in a single family dwelling (no more than one client pet and no more than three pets in total are permitted on the lot at any given time)

GENERAL REQUIREMENTS

- The maximum floor area devoted to a home occupation use shall be 50 m² (538 ft²) or 25% of the gross floor area, whichever is less.
- The activities of a home occupation shall be conducted entirely within the principal building except where such activity involves horticulture.
- No more than one employee is permitted in addition to the resident of the premises.
- No more than one commercially licensed motor vehicle may be parked on the premises for a home occupation purpose.
- A home occupation shall provide one off-street parking space in addition to the minimum number of spaces required for the principal use of the building.
- A home occupation shall not discharge or emit: odorous, noxious or toxic matter or vapour; smoke, fumes, glare, radiation; recurring noise, ground vibration; or create fire hazard, electrical interference.
- No internal or external structural alterations of a building shall be made for a home occupation.
- There should be no external storage or outdoor display of materials, containers, finished products or equipment for a home occupation business.
- There shall be no external display or advertisement on the lot other than a non-illuminated sign not exceeding 0.3 m² (3.2 ft²) and bearing only the name and occupations of the owner.
- No sign shall be used to indicate a home occupation within a multi-unit residential building