

APPENDIX B – TRANSITIONING HOME BASED BUSINESSES

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June 2, 2021, a public hearing was held for draft Land Use Bylaw amendments that proposed amendments to the categories and provisions of Home Office and Home Based Businesses.

Council requested more information on how the current criteria would transition into the new provisions.

Staff recommends the following:

Home Offices:

- Home offices to date have not required a Development Permit if they fall under the parameters of the definition which has changed minimally. Existing and proposed home offices still require a business license through Foothills County but will be allowed to exist within the residence or within accessory building and storage of business materials are permitted within the residence and accessory buildings on site now.
 - Prior there was no storage of business materials situated on the site;

Home Businesses:

Existing approvals:

- All current Development Permit approvals for a minor or major home based business will remain as approved. Land Use Bylaw amendments do not change the existing approvals that are in place through the conditional Development Permits already granted.
- Parcels that have been rezoned to DC#27 to allow for Home Based Business major, will remain zoned as such until rezoned for another purpose by the landowner;
- Development Permit approvals issued under the DC#27 land use will remain as approved and are not impacted by this land use bylaw amendment.
- Applicants may apply to have their current Home Based Businesses updated to meet the current standards for Home Based Business categories if they wish to make changes by applying for a new Development Permit or applicable rezoning;
 - In cases where a business wants to upgrade to another category that is a **permitted use**, they may make application to the Development Authority. In such cases, the fee will be \$100 (\$25 filing fee + \$75 application fee) as the file does not need to be advertised or circulated to area landowners;
 - Business Licenses will be updated in accordance with approved Development Permits (including upgrades). No fee is required for upgrades to existing Home Based Business licenses prior to their annual renewal at which time they must pay in accordance with the current Business License Fee Schedule.

Pending applications:

- Any applications that have been submitted to the County for a Home Office or Home Based Business that have not yet had a decision rendered, have the option of making adjustments to the application in accordance with the new categories based on the land use bylaw amendments.
 - Notice could be sent to all applicants where a decision has not been rendered, notifying them of the amendments and giving them a specific time to make any amendments they wish to their applications;
- Any applications that no longer require a Development Permit or land use amendment due to the proposed land use bylaw amendments, may withdraw their applications and be fully refunded;

New applications:

- Landowners may apply for applications under the new provisions in accordance with the land use bylaw amendments;