

## SUMMARY:

The Business Licence and Regulation Bylaw sets out the regulations for operation of businesses within the City's boundaries including the requirement for all businesses operating in Kelowna to obtain a business license. The bylaw provides for the setting and collection of licence fees; issuing of the licenses and sets special regulations for specific types of business including mobile stores, social escort and dating services, body-rub parlours and body-painting studios; and towing services.

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**CITY OF KELOWNA**  
**BYLAW NO. 7878**  
*REVISED: September 29, 2008*

CONSOLIDATED FOR CONVENIENCE TO INCLUDE  
BYLAW NOS. 8119, 8136, 8157, 8205, 8316, 8313, 8347, 8366,  
8394, 8494, 8535, 8616, 8709 and 10061

**A bylaw pursuant to the provisions of the Local Government  
Act R.S.B.C. 1996 Chapter 323 to provide for the Licencing  
and Regulating of businesses within the City of Kelowna**

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WHEREAS it is the purpose of this bylaw to:

- (a) require an owner or operator of a **business** within the City of Kelowna to hold a valid and subsisting licence for the carrying on of such **business** and,
- (b) fix and impose licence fees for licences; and,
- (c) provide for the collection of licence fees and the granting, issuing and transferring of licences, subject to the limitations contained within the bylaw;

AND WHEREAS it is also the purpose of this bylaw to regulate the carrying on of **business** within the City of Kelowna, to the extent not inconsistent with the intent of this bylaw, for the purpose of protecting the public or preventing or minimizing nuisances and misleading **business** practices, and establishing different regulations for different classes of **business**;

NOW THEREFORE the Municipal Council of the City of Kelowna, in open meeting assembled, enacts as follows:

1. CITATION

This bylaw may be cited for all purposes as 'Business Licence and Regulation Bylaw No. 7878.'

2. DEFINITIONS

In this bylaw unless the context otherwise requires:

"**Applicant**" means any person who makes application for any licence under the provisions of this Bylaw;

"**Beauty parlour**" means any building, room or place where the **business** of hairdressing, scalp treatment, manicuring or face treatment is carried on;

"**Body rub**" includes the manipulating, touching or stimulating by any means, of a persons body, or part thereof, but does not include medical, therapeutic or cosmetic massage treatment given by a person duly licenced or registered under any statute of the Province of British Columbia governing such activities;

"**Body-rub parlour**" includes any premises or part thereof where a body rub is performed, offered or solicited;

"**Body-painting studio**" includes any premises or part thereof where, directly, or indirectly a fee is paid for any activity including the application of paint, powder, or similar materials to the body of another person;

"**Business**" means carrying on a commercial or industrial undertaking of any kind or nature or the providing of professional, personal or other services for the purpose of gain or profit, but does not include an activity carried on by the government, its agencies or government owned corporations;

"**Business - non-resident**" means a business, other than a resident business, carried on in the municipality or with respect to which any work or service is performed in the municipality;

"**Business - resident**" means a business carried on in or from premises within the municipality;

"**Campground**" means any area of land on which any building, hut, cabin, trailer, tent, or other structure is placed and which is used or intended to be used as a temporary residence or habitation for tourists;

BL8313 added the Definition:

"**Casino**" means every place approved by the British Columbia Gaming Commission for the conduct of casino gaming activities;

"**City**" means the City of Kelowna or the area within the Municipal boundaries thereof;

"**Confections**" means candies, ice cream, soft drinks, fresh fruit, biscuits and cookies;

"**Council**" means the Municipal Council of the City of Kelowna;

"**Dating service**" means any person carrying on the business of providing information to persons, not employed by the dating service, desirous of meeting other persons for the purpose of social outings;

"**Flea Market**" means the carrying on of a business to organize a group of more than (3) three merchants, vendors or participants, to gather in one location or building to offer handicrafts, produce and vegetables, food, new and used goods, wares, or merchandise for sale for time periods of (7) seven days or less in duration.

"**Floor Area**" means that area, within a building that is used for display purposes, or to service customers, but shall not include those areas set aside exclusively for the purpose for use of employees or for cafeterias or restaurants;

"**Fruit stand**" means a business licenced to sell farm produce;

"**Ground Area**" means area, outside a building that is used for display purposes, or to service customers, but shall not include those areas set aside exclusively for free parking;

"**Hairstylist**" means hairdresser, hair stylist and/or barber;

"**Home handicraft fair**" means the carrying on of a **business** to organize a group of more than (5) five merchants to gather in one location or building to offer only their own home handicrafts for sale for a period of less than (14) fourteen days;

"**Licence Inspector**" means the officials appointed by **Council** under Section 14 of this bylaw and includes Building Inspectors, Bylaw Enforcement Officers, and Plumbing Inspectors;

"**Mail Order Business**" means a **business** where orders are taken inside the **City** by any person either on his own behalf or as agent for another for the retail sale of goods, ware merchandise, to be supplied from goods, wares, or merchandise kept in stock outside the **City**;

"**Manufacturer**" means a person who carries on, maintains, owns or operates the **business**, trade, occupation or calling of assembling, manufacturing, producing, finishing, altering, repairing articles, goods, substances or thing or any part thereof and includes a brick-yard, cannery, concrete block **manufacturer**, fish curing plant, foundry, processing plant, machine shop, oil refinery, pole mill, sawmill, sheet metal works, shingle mill, ship-builder, steel fabricating plant, tie mill, tinsmith, furniture making, wood fabricating plant, and wood-working shop;

"**Mobile store**" means a **business** that is carried out entirely from a motor vehicle or thing that is designed to be or is mobile and including hand push carts and self-propelled concession stands whereby the entire stock of goods, wares, merchandise, or foodstuffs offered for sale is actually carried and contained in the motor vehicle or thing that is designed to be or is mobile at the time the said goods, wares, merchandise, or foodstuffs are offered for sale and are delivered to the purchaser at the time of sale;

"**Premises**" means a building, portion of a building or an area of land where **business** is carried on;

"**Social Escort Service**" includes any person carrying on the **business** of providing or furnishing male or female escorts for social occasions;

"**Thrift store**" means any store or **business** operated by a registered non-profit society selling second-hand or used goods, the entire proceeds of which, above the actual bona-fide expenses, are devoted to any charitable purpose;

"**Tobacco**" means cigars, cigarettes and smokers' supplies;

BL8394 added the definition:

"**Towing Service**" means any person carrying on the **business** of operating a tow truck;

BL8394 added the definition:

"**Tow Truck**" means a motor vehicle used exclusively for towing or rendering assistance to other motor vehicles or to vehicles suffering from a defect or disability in their means of locomotion;

"**Trade show**" means the carrying on of a **business** to organise a group of more than (5) five merchants to gather in one location or building to offer goods, wares, or merchandise for retail sale or wholesale for a period less than (14) fourteen days;

**"Vending machines"** means any machine or device operated by the insertion of any slug or coin for the purpose of selling or disposing of any goods, wares, merchandise or articles or for the purpose of providing music, games, amusement or service of any kind.

3. LICENCING PERIOD

3.1 Except as hereinafter otherwise provided in Schedule 'A', the licence period shall be one (1) year, to commence on the first day of January to terminate on the 31st day of December in each and every year.

4. LICENCE REQUIRED

4.1 Every person who owns or operates a **business** within the City shall apply for, obtain and hold a licence for each **business**.

4.2 Except as provided in Section 4.1, in the case of different **businesses** in one building which are operated or owned by the same person and which are accessible to each other through internal doorways without leaving the structure, such **businesses** shall be considered one **premises** for the purposes of this bylaw.

4.3 Every person who carries on a **business** from more than one **premises** in the City shall obtain a separate licence for each **premises**, whether or not the **premises** are located in the same building.

4.4 No person shall carry on a **business** for which a licence is required by this bylaw within the City without holding a valid and subsisting licence for the carrying on of such **business**.

5. LICENCE APPLICATION AND FEE

5.1 An application for an initial licence for a **business** shall be made on the application form set out in Schedule 'B' and shall be signed by an owner or operator of the **business**, or the owner or operator's agent duly authorized in writing.

BL8394 replaced sub-section 5.2:

5.2 Every application for an initial licence for a resident **business** or home occupation shall include a detailed description of the **premises** in or upon which the **applicant** intends to carry on **business**. All such licences shall be subject to the provisions of the City of Kelowna Zoning Bylaw No. 8000 as amended or replaced from time to time.

5.3 It is the responsibility of the **applicant** for a licence, not the responsibility of the licence **inspector**, to obtain the inspection and confirmations required under this bylaw.

5.4 Where an **applicant** applies for more than one licence, the particulars of each licence applied for shall be included on a separate application form for each licence.

5.5 The application form shall be delivered to the licence **inspector** and shall be accompanied by the fee prescribed in Schedule 'A' and any inspection forms and confirmations required under this bylaw.

5.6 Licence fees paid hereunder shall not be refundable.

6. PRO-RATING OF LICENCE FEE

- 6.1 The licence fees described in this bylaw may be reduced pro-rata in respect of any person who becomes liable to be licenced after the commencement of the licence period on a quarterly basis.

7. FORM OF LICENCE

- 7.1 Every licence granted pursuant to this bylaw shall be in the form outlined on Schedule 'C' attached to and forming part of this bylaw and shall state that the holder is licenced to carry on the **business** stipulated in such licence in a lawful manner for the period specified in the licence at the place stated in the licence.

8. TRANSFER

- 8.1 Any person proposing to obtain a transfer of a licence with respect to a change of **premises** shall make application in the form of Schedule 'C', attached to this bylaw, and the powers, conditions, requirements, and procedures relating to the initial licence application apply, except as to fees.
- 8.2 Any person proposing to obtain a transfer of a licence shall pay a licence transfer fee of \$30.00 at the time of application.

9. EFFECT OF LICENCE

- 9.1 A licence authorises only the person named in the licence to carry on only the **business** described in the licence, and only at the **premises** or locations described in the licence.
- 9.2 A licence is not a representation or warranty that the licenced **business** or the **business premises** comply with the bylaws of the City or with any regulations or standards.

10. LICENCE RENEWAL

- 10.1 A licensee is responsible for submitting a licence renewal form and the annual licence fee outlined in Schedule 'A' prior to the expiration of the licence.
- 10.2 If a licence is not renewed as required by this bylaw, the licence shall be terminated and the licensee who wishes to continue to carry on the **business** shall submit an application form and supporting documentation in the same manner as an application for an initial licence for a **business** and shall pay an additional licence fee as set out in Schedule 'A'.

11. CHANGES IN BUSINESS

- 11.1 Where the licence fee for any **business** licenced under this bylaw is based on the number of employees engaged in the **business**, the number of apartments or rooms, or other variable conditions, no licensee shall increase the number of employees engaged in the **business**, the number of apartments or rooms or other variable conditions, without first paying the increase in the applicable licence fee.

11.2 No licensee shall change any other condition upon which the licence fee is based without first making an application in the form of Schedule 'B' attached to this bylaw, paying an additional licence fee payable under the bylaw as a result of the changes, and obtaining a new licence.

12. GRANTING AND SUSPENSION OF LICENCES

12.1 The Licence Inspector may grant a licence where he is satisfied that the **applicant** therefore has complied with the requirements of the bylaws of the **City** regulating building, zoning, health, sanitation and **business** and may suspend for such period as he may determine any licence if the holder of the Licence:

- (a) is convicted of an offence indictable in Canada;
- (b) is convicted of any offence under any Municipal Bylaw or Statute of the Province in respect of the **business** for which he is licenced or with respect to the **premises** named in his licence;
- (c) has, in the opinion of the Official, been guilty of such gross misconduct in respect of the **business** or in or with respect to the **premises** named in his licence that it warrants the suspension of his licence;
- (d) has ceased to meet the lawful requirements to carry on the **business** for which he is licenced or with respect to the **premises** named in the licence;
- (e) has, in the opinion of the Official, conducted his **business** in a manner, performed a service in a manner, or sold, offered for sale, displayed for sale or distributed to a person actually or apparently under the age of 16 years any thing, that may be harmful or dangerous to the health or safety of a person actually or apparently under the age of 16 years.
- (f) The suspension of a licence by the **Licence Inspector** shall be made, in writing, signed by the Inspector and served on the person holding such licence or delivered to the holder of such licence by registered mail to the address given by the Licensee on the application for the licence. A notice of suspension of licence may be posted by the **Licence Inspector** upon the **premises** for which the licence was issued and such notice shall not be removed until the licence is reinstated, the former Licensee ceases to occupy the **premises**, or a new **business** other than the one carried on by the former Licensee is started in the **premises**. The **Licence Inspector** may also pick up any licence held by the Licensee during such period of suspension.
- (g) The **Council** may revoke a licence for reasonable cause after giving notice to the Licensee and after giving him an opportunity to be heard.

13. LICENCE TO BE DISPLAYED

13.1 The Licensee or person in charge or control of **premises** where the **business** for which the licence is issued is carried on, shall at all times keep the licence or licences prominently displayed in the **business** area of the **premises** to which the public have access.

14. LICENCE INSPECTOR

- 14.1 The Council may, by resolution, appoint a person to be the Licence Inspector.
- 14.2 Licence Inspectors appointed pursuant to Section 14.1 are hereby authorized to enter at all reasonable times on any property that is subject to the direction to ascertain whether the requirement is being met or the regulations observed.

15. INSPECTION

- 15.1 The Licence Inspector is hereby authorized to enter at all reasonable time, on any property that is subject to the regulation of this bylaw in order to ascertain whether such regulations are being observed.

16. VIOLATIONS

- 16.1 Any person who violates any of the provisions of this bylaw or who suffers or permits any act or thing to be done in contravention of this bylaw, or who neglects to do or refrains from doing any act or thing which is required by any of the provisions of this bylaw, commits an offence punishable on summary conviction.
- 16.2 Every person who violates any provision of this bylaw and who commits an offence punishable on summary conviction shall be liable to a fine or not more than \$10,000 plus the cost of the prosecution.

17. MOBILE STORE

BL10061 amended Section 17.1:

- 17.1 No person shall carry on business as a mobile store on a highway, sidewalk or boulevard within that area outlined in Schedule 'D' attached to and forming part of this bylaw, unless the mobile store is located entirely within the designated areas on Bernard Avenue and does not exceed the maximum allowable mobile stores of two per street on Leon Avenue and Lawrence Avenue shown on Schedule 'E' attached to and forming part of this bylaw, and the person holds a valid sidewalk/roadway occupancy permit pursuant to City of Kelowna Traffic Bylaw 8120, as amended or replaced from time to time.
- 17.2 Where mobile stores are permitted, the owner or operator shall keep the mobile store space and surrounding area clean and clear of all waste, discarded debris and food stains.
- 17.3 Where mobile stores are permitted on Lawrence Avenue and Leon Avenue as shown on Page 4 of Schedule 'E', attached to and forming part of this bylaw, the hours of operation for those locations shall be restricted to between 5:00 p.m. and 3:00 a.m.

18. SOCIAL ESCORT SERVICE

- 18.1 Every person or individual carrying on the business of or operating a Social Escort Service shall:
- (a) Supply the Licence Inspector and the Officer in Charge of the Royal Canadian Mounted Police with the name, age, address, and description of every individual employed or engaged in the said business.
  - (b) Notify the Licence Inspector within seventy-two hours of any change in personnel employed or engaged in the said business.

- (c) Maintain to the satisfaction of the **Licence Inspector** and the Officer In Charge of the Royal Canadian Mounted Police a written record of every request to provide or furnish an escort, or partner giving the name and address of the individual requesting the service together with the name of the escort, or partner recommended and the function to be attended.
- (d) Obtain the approval of the **Licence Inspector** prior to the employment or engagement of any individual in the said **business**.

BL8316 added Subsection 18.1(e):

- (e) Not employ any person in the said **business** unless such person is 19 years of age or older.

## 19. DATING SERVICE

19.1 Every person or individual carrying on the **business** of or operating a **dating service** shall:

- (a) Supply the **Licence Inspector** with the name, age, address, and description of every individual employed or engaged in the said **business**.
- (b) Notify the **Licence Inspector** within seventy-two hours of any change in the personnel employed or engaged in the said **business**.
- (c) Maintain a written record of all individuals registered with the **dating service** showing their name, address, and the individual to whom they have been referred for a social engagement and shall upon request make such list available for inspection by the **Licence Inspector** or member of the Royal Canadian Mounted Police.

BL8316 added Subsection 19.1(d):

- (d) Not employ any person in the said **business** unless such person is 19 years of age or older.

## 20. BODY-RUB, BODY-RUB PARLOURS AND BODY-PAINTING STUDIOS

20.1 Every person or individual carrying on the **business** of or operating a **Body-rub parlour** or **Body-painting studio** or individual operating the **business** of performing **Body-Rub** shall:

- (a) Supply the **Licence Inspector** and the Officer In Charge of the Royal Canadian Mounted Police with the name, age, address and description of every individual employed or engaged in the said **business**.
- (b) Notify the **Licence Inspector** within seventy-two hours of any change in personnel employed or engaged in the said **business**.
- (c) Not employ any person on the Licenced **Premises** unless such person is 19 years of age or older.
- (d) Not permit any person to be on the licenced **premises** at any time unless such person is 19 years of age or older.
- (e) Submit to the **Licence Inspector** at the time of **Business Licence** application, a written recommendation from the Officer in Charge of the Royal Canadian Mounted Police.

BL8136 added the following Section and re-numbered subsequent sections accordingly and BL8709 deleted Section 21 in its entirety

BL8394 added a new Section 22 and re-numbered the subsequent sections:

22. TOWING SERVICE

- 22.1 No driver of any **tow truck** who has been requested to tow a vehicle from the scene of an accident shall solicit or suggest a specific destination for the motor vehicle being towed.
- 22.2 No driver of a **tow truck** shall offer his services at the scene of a motor vehicle accident, whether his presence there is by coincidence or otherwise, unless he has been requested to do so by the owner or driver of the motor vehicle involved in that accident, or by an attending Peace Officer including Bylaw Enforcement Officers and members of the Royal Canadian Mounted Police.
- 22.3 Every driver of a **tow truck** shall keep a daily record of all trips made by him, and such records shall contain the reason for the tow, the date, time, origin and destination of each towing contract, the name and address of the owner of the vehicle being towed, the towing fee charged, and the towed vehicle's license number, vehicle identification number, make, body type and colour; and shall produce this record to the Officer in Charge of the Royal Canadian Mounted Police or **Licence Inspector** upon demand.

BL8535 added a new Subsection 22.4:

- 22.4 No driver of a **tow truck** shall offer his services at any roadside motor vehicle checks conducted by the Royal Canadian Mounted Police whether his presence there is by coincidence or otherwise, unless he has been requested to do so by the owner of the motor vehicle involved in the check, or by an attending Peace Officer including Bylaw Enforcement Officers and members of the Royal Canadian Mounted Police.

23. SEVERABILITY

- 23.1 In the event that any section of this bylaw is for any reason held invalid by a decision of a court of competent jurisdiction, the invalid section or sub-section shall be severed from and not affect the remaining provisions of this bylaw.

24. OFFENCES

- 24.1 Any person who violates any of the provisions of this bylaw or who suffers or permits any act or thing to be done in contravention of this bylaw, or who neglects to do or refrain from doing any act or thing which is required by any of the provisions of this bylaw, commits an offence punishable on summary conviction.
- 24.2 Every person who violates any of the provision of this bylaw and who commits an offence punishable on summary conviction shall be liable to a fine of not more than \$10,000 plus the cost of the prosecution.

25. REPEAL

- 25.1 City of Kelowna Business Licence and Regulation Bylaw No. 5020-80 and all amending bylaws are hereby repealed.

26. EFFECTIVE DATE

26.1 This bylaw comes into full force and effect and is binding on all persons as from the date of adoption.

Read a first, second and third time by the Municipal Council this 30th day of September, 1996.

Adopted by the Municipal Council this 28th day of October, 1996.

"J.H. Stuart"

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Mayor

"D.L. Shipclark"

\_\_\_\_\_  
City Clerk

BL8157 and BL8616 both replaced Schedule "A":

**SCHEDULE "A"**

**BUSINESS LICENCING BYLAW NO. 7878**

**BUSINESS CATEGORIES, LICENCE PERIODS AND FEES PAYABLE**

**AGENT OF OUTSIDE MERCHANT**

0100 From any person who, either on his own or as an agent on behalf of another person sells, offers for sale, solicits, or takes orders for the sale of goods, wares, merchandise, foodstuffs, articles, or things to be afterwards delivered and supplied by any person not doing **business** in the **City**, or solicits, or takes orders for any service to be afterwards performed on the premises of the customer, \$155.69 for each twelve (12) month licence period.

**AMUSEMENT PARK, MINIATURE GOLF, ROLLER RINK**

0150 From any proprietor, lessee or manager of an amusement park, miniature golf course, roller rink or other similar place of entertainment, the licence fee shall be based on the following table:

Licence Period:

12 months  
\$140.94

6 months  
\$71.16

3 months or less  
\$34.90

Every person holding a licence under this section may also sell by retail without further licence: **confections, tobacco, gifts and souvenirs.**

**ARCADES AND PINBALL PARLORS**

0175 From any person carrying on the **business** of an amusement arcade, pinball parlour or other similar place of entertainment \$127.51 for each twelve (12) month licence period.

**AUCTIONEER**

0200 From any person selling property by auction (not being a Crown Officer selling Crown property by auction, or Sheriff, Sheriff's Office or Bailiff selling lands, goods or chattels under a judgement or in satisfaction of rent or taxes), \$190.61 for each twelve (12) month licence period.

**AUTOMOBILE BODY REPAIR AND PAINT SHOP**

0300 From any person carrying on a **business** of automobile body repair and paint shop, \$127.51 for each twelve (12) month licence period.

**AUTOMOBILE DEALER - New and Second Hand or Used**

0400 From any person being a dealer in: Both new and second hand automobiles, motor cars or motor vehicles, \$247.00 for each twelve (12) month licence period; the holder of any licence under this paragraph shall also be entitled to carry on the **business** of selling automobile accessories such as batteries, tires, tubes, parts, petroleum products, lubricants and any items that might be used in connection with or become part of a motor vehicle, as well as repairing and storage of such vehicles without taking out any further licence therefor.

**AUTOMOBILE DEALER - Second Hand or Used**

0500 From any person being a dealer in a second hand or used automobile, motor cars or motor vehicles, \$127.51 for each twelve (12) month licence period.

**AUTO WRECKER AND/OR JUNK DEALER**

0600 From any person carrying on the **business** of an automobile wrecker, and/or junk dealer, \$212.10 for each twelve (12) month licence period.

**BAKER**

0700 From any person operating a bakery, bakeshop, or other place where bread, cakes, pastries, pies and/or other baker products are made or manufactured for sale, having an area of 278 square metres or less, the sum of \$127.51 for each twelve (12) month licence period. The holder of a licence under this paragraph is also entitled to sell his products by retail from the same location without taking out any further licence therefor.

0702 From any person operating a bakery, bakeshop, or other place where bread, cakes, pastries, pies and/or other baker products are made or manufactured for sale, having an area of more than 278 square metres, the sum of \$155.69 for each twelve (12) month licence period. The holder of a licence under this paragraph is also entitled to sell his products by retail from the same location without taking out any further licence therefor.

**BANKER/CREDIT UNION**

From any bank or person carrying on the **business** of a banker, or credit union the amount to be levied or collected for each twelve (12) month licence period shall be based upon the following:

	<u>NUMBER OF EMPLOYEES</u>	<u>FEE</u>
0805	1 to 25 employees	\$704.76 for each 12 month licence period.
0810	26 to 50 employees	\$1,057.79 for each 12 month licence period.
0815	Over 50 employees	\$1,409.52 each 12 month licence period.

**BODY-RUB, BODY-RUB PARLOUR OR BODY-PAINTING STUDIO**

0900 From any person or individual carrying on the **business** of or operating a **body-rub parlour** or **body-painting studio**, or individual operating the **business** of performing Body-Rub, \$3,060.00 for each twelve (12) month licence period.

**BOWLING ALLEY**

1100 From any person operating a bowling alley, \$21.45 for each alley or runway with a minimum fee of \$28.43 for each twelve (12) month licence period plus \$23.35 inspection fee for a new licence. Any person holding a licence under this paragraph may also sell by retail **confections** and **tobacco** as defined in this bylaw without being required to hold any other licence, provided however that if a concession snack bar is operated as an adjunct to the primary operation, an additional fee for the concession snack bar shall be paid.

**CARNIVAL**

1200 From any proprietor, lessee or manager of any carnival or show having any ferris wheel or other mechanical riding device or game of skill or chance, \$7.04 for each such ferris wheel or riding device or game for each day on which such carnival or show is operating to a maximum of \$33.23 for each day.

**CARRIER - RESIDENT, NON-RESIDENT, TAXICAB**

1300 From any person who hauls by way of vehicles of any description goods, wares, merchandise, and passengers from one place to another and having a premise or place of stopping and starting within the **City** and being so licensed and having the approval to carry on this type of **business** from the Motor Carrier Commission, \$106.05 for the first vehicle plus \$14.76 for each additional vehicle for every twelve (12) month licence period.

**CASINO**

1301 From any person or individual carrying on the **business** of or operating a **casino**, \$510.00 for each twelve (12) month licence period.

**CIRCUS, ETC.**

1400 From any person who exhibits a public circus, horse show, dog or pony show, \$212.10 for each day of operation during the licence period.

**CONTRACTING**

From any person who does any work, performs any service or supplies material, classified in this section as separate **businesses**, \$127.51 for each twelve (12) month licence period for the first such **business** and \$34.90 for each additional **business** classified hereunder:

		<u>ADDITIONAL BUSINESS TYPE CODE</u>
1503	Aluminium Contractor	1504
1505	Bricklayer and Stonemason Contractor	1506
1510	Building Contractor	1507
1511	Ceiling Contractor	1508
1512	Cement and/or Concrete Contractor	1509
1513	Drywall Contractor	1520
1514	Eavestrough Contractor	1521
1515	Electrical Contractor	1522
1518	Excavating/Bulldozing Contractor	1523
1525	Flooring Contractor	1524
1526	Gas-fitting Contractor	1527
1528	Insulation Contractor	1529
1530	Painting and Decorating Contractor	1531
1535	Paving Contractor	1536
1540	Plastering Contractor	1541
1545	Plumbing Contractor	1546
1548	Refrigeration Contractor	1549
1550	Roofing and Siding Contractor	1551
1553	Swimming Pool Contractor	1554
1555	Warm Air Heating, Air Conditioning and Sheet Metal Contractor	1556
1558	Sheet Metal Contractor	1559
1560	Sewer Installation Contractor	1561
1565	Water Line and Sewer Connection Contractor	1564
1566	Other Contractors	1567

**CUSTOM BLUEPRINTING**

1600 From any person carrying on the **business** of custom blue-printing and duplicating, \$84.56 for each twelve (12) month licence period.

**CUSTOM BROKER**

1700 From any person carrying on the **business** of a custom broker, \$77.86 for each twelve (12) month licence period.

**DANCE HALL, BANQUET HALL, RENTAL HALL**

1800 From any person operating any dance hall, banquet hall, rental hall or other **premises** of a similar nature, \$169.14 for each twelve (12) month licence period.

**DATING SERVICE**

1850 From any person or individual carrying on the **business** of or operating a **dating service**, \$546.53 for each twelve (12) month licence period.

**DAY NURSERY, BABY SITTING SERVICE**

Any person operating a day nursery, child care centre or a baby sitting service shall pay a licence fee according to the following scale:

1902 \$28.43 for each twelve (12) month licence period plus \$23.35 inspection fee for a new licence for 3 to 5 children.

1904 \$42.95 for each twelve (12) month licence period plus \$23.35 inspection fee for a new licence for 6 to 10 children inclusive.

1906 \$56.37 for each twelve (12) month licence period for 11 to 15 children inclusive.

1908 \$71.16 for each twelve (12) month licence period for in excess of 16 children.

**DEALER - Second Hand and Junk**

2000 From any person carrying on the **business** of a second hand dealer or junk dealer, a second hand store, a junk store or shop, \$127.51 for each twelve (12) month licence period.

**EXHIBITION**

2100 From any person exhibiting for gain or profit, waxworks, rope-walking, dancing, tumbling, wrestling, or other acrobatic or gymnastic performance, natural or artificial curiosities, juggler, or other like tricks, glass blowing, tableaux or other performance, show, collection or exhibition, \$34.90 for each licenced day.

**FLEA MARKET**

2150 From any person carrying on the **business** of organizing and operating a **flea market** \$520.20 for each 12 month period, if operated and under the control of a non-profit society. A licence issued for such a **flea market** includes all merchants, vendors or participants registered to take part in the **flea market**.

2151 From any person carrying on the **business** of organizing and operating a **flea market**, \$1,560.60 for each 12 month period. A licence issued for such a **flea market** includes all merchants, vendors or participants registered to take part in the **flea market**.

FRUIT STAND

2200 From any person carrying on the **business** of a **fruit stand** for the sale of farm produce, \$56.37 for each twelve (12) month licence period.

GARAGE

2202 From any person who carries on the **business** of a garage for the storage of automobiles, motor cars or motor vehicles in excess of two (2) vehicles, \$112.74 for each twelve (12) month licence period.

2204 From any person who carries on the **business** of a garage for the repair of automobiles, motor cars or motor vehicles, \$140.94 for each twelve (12) month licence period.

GASOLINE OR FUEL SERVICE STATION

2300 From any person carrying on the **business** of selling gasoline or other fuel, as well as the minor servicing and emergency repairs of automobiles, \$127.51 for each twelve (12) month licence period for the first four (4) gasoline or other fuel hoses, and \$14.76 for each twelve (12) month licence period for each additional two or part thereof gasoline or other fuel hoses. Every person holding a licence under this paragraph may also sell by retail without further licence, automobile accessories (as defined in Section 0400), **confections** and **tobacco** as defined in this bylaw, but a separate licence shall be required for **vending machines** and convenience stores located on the premises.

HAIRSTYLIST, BARBER AND/OR BEAUTY PARLOUR

2400 From any person carrying on the **business** of a **hairstylist** or **beauty parlour**, as defined herein, \$28.43 for each chair, for each twelve (12) month licence period plus \$23.35 inspection fee for a new licence. The holder of a licence under this paragraph shall also be entitled to carry on a **business** of an itinerant hairdresser without taking out any further licence therefor.

HAIRSTYLIST - ITINERANT

2500 From any person carrying on the **business** of an itinerant **hairstylist**, being a person who performs hairstyling services elsewhere than in a hairstyling shop, \$28.43 for each twelve (12) month licence period, for each person performing such services.

HOME HANDICRAFT FAIR

2600 From any person carrying on the **business** of organising and operating a **home handicraft fair** where all of the participants in such fair only offer for sale their own home handicrafts \$16.88 per merchant or space up to a maximum of \$337.75 per **home handicraft fair** for the duration of such fair. A licence issued for such a **home handicraft fair** includes all merchants registered to take part in the **home handicraft fair**.

**JOB PRINTER**

2700 From any person carrying on the **business** of job printer, \$127.51 for each twelve (12) month licence period.

**LAUNDRY**

2800 From any person carrying on the **business** of a public laundry having three (3) or less employees, \$71.16 for each twelve (12) month licence period and from any person keeping or carrying on a public laundry having more than three (3) employees, \$127.51 for each twelve (12) month licence period.

**LAUNDRY OR DRY CLEANER**

2900 From any person keeping or carrying on the **business** of a self-serve laundry or dry cleaner, the amount to be levied or collected shall be based upon the extent of such **business** and computed as follows:

\$7.04 for each machine with a minimum fee of \$28.43 for each twelve (12) month licence period plus \$23.35 inspection fee for a new licence.

**LINEN SUPPLY**

3000 From any person carrying on the **business** of a linen supply, \$71.16 for each twelve (12) month licence period.

**LIQUOR DELIVERY SERVICE**

3100 From any person carrying on the **business** of a liquor delivery service, \$127.51 for each twelve (12) month licence period.

**LIQUOR LICENSED ESTABLISHMENT**

From any person carrying on the **business** of a Liquor Licensed Establishment, the amount to be levied for each twelve (12) month licence period shall be based upon the following:

3207	Class A - Club, Recreational	\$255.69
3210	Class A - non-profit Society	\$127.85
3215	Class B - Dining Lounge with a Floor Area of 140 m <sup>2</sup> or less	\$159.80
3220	Class B - Dining Lounge with a Floor Area over 140 m <sup>2</sup> (spirits only)	\$217.33
3225	Class B - Dining Room with a Floor Area of 140 m <sup>2</sup> or less (wine, beer, coolers)	\$147.02

3230	Class B - Dining Room with a Floor Area over 140 m <sup>2</sup> (wine, beer, coolers)	\$191.77
3235	Class C - Cabaret	\$243.51 for each 100 m <sup>2</sup> of usable area or portion thereof.
3240	Class D - Neighbourhood Public House	\$243.51 for each 100 m <sup>2</sup> of usable floor area or portion thereof.
3245	Class E - Sport's Stadium and Concert Hall	\$127.85
3250	Class F - Marine Public House	\$243.51 for each 100 m <sup>2</sup> of usable floor area or portion thereof.
3255	Class G - Beer and Wine Store	\$639.22

MAIL ORDER BUSINESS

3300	From any person, who either on his own behalf or as agent for another in whole or in part, carries on a mail order business \$127.51 for each twelve (12) month licence period.
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MANAGEMENT COMPANY

3350	From any person carrying on the business of acquiring, disposing of or managing in any way whatsoever, property, chattels or affairs for or on behalf of any other person, except and unless the person carrying on such business is a licenced realtor in possession of a business licence under Section 7005, 7010, 7015, 7020 or 7025 herein, \$127.51 for each twelve (12) month licence period.
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MANUFACTURER

From any person carrying on the business of a manufacturer (as defined in this bylaw), the amount to be levied or collected for each twelve (12) month licence period shall be based upon the following:

	<u>FLOOR AREA OF MANUFACTURING PREMISES</u>	<u>FEE</u>
3405	1 square metre to 464 square metres	\$140.94 for each twelve (12) month licence period.
3410	465 square metres to 1,858 square metres	\$281.90 for each twelve (12) month licence period.
3415	1,859 square metres to 3,716 square metres	\$422.85 for each twelve (12) month licence period.
3420	Over 3,716 square metres	\$563.79 for each twelve (12) month licence period.

The holder of a licence under this **business** category shall also be entitled to sell his products by retail from the same location as the item being manufactured, without taking out any further licence therefor.

MOBILE STORE

3500 From any person carrying on a **business** as a **mobile store** with respect to any other goods, wares or merchandise, \$327.91 for each twelve (12) month licence period for the first **mobile store** and \$54.65 for each twelve month licence period for each additional **mobile store**.

NEWSPAPER PUBLISHER

3602 From any person carrying on the **business** of a registered daily newspaper publisher, \$563.79 for each twelve (12) month licence period.

3604 From any person carrying on the **business** of a bi-weekly newspaper publisher, whether or not same is registered, \$212.10 for each twelve (12) month licence period.

3606 From any person carrying on the **business** of a publisher, publishing newspapers other than those specified in sections 3602 and 3604, such as but not limited to newspapers, periodicals and/or magazines, \$99.33 for each twelve (12) month licence period; provided however, that the holder of a licence under this paragraph shall be entitled to sell his published material by retail from the **premises** on which he publishes without obtaining a further licence therefor.

PARKING LOT

3700 From any person who carries on the **business** of the rental of parking spaces for automobiles, motor cars, or motor vehicles, on any parking lot, \$28.43 for each twelve (12) month licence period for the first four (4) spaces available and \$71.16 for each twelve (12) month licence period if more than four (4) spaces are available for rental.

PAWNBROKER

3800 From any person carrying on the **business** of a pawnbroker, \$510.00 for each twelve (12) month licence period.

POOL ROOM/BILLIARD HALL

3900 From any person operating any public pool room or billiard hall, \$34.90 for each table for each twelve (12) month licence period plus \$23.35 inspection fee for a new licence, not exceeding in the whole the sum of \$175.85 for any one (1) premise in each twelve (12) month period. Any person holding a licence under this paragraph may also retail **confections** and **tobacco** as defined in this bylaw, without being required to hold any other licence; provided however, that if a concession snack bar is operating as an adjunct to the primary operation, an additional fee for the concession snack bar shall be paid.

**PRIVATE HOSPITAL**

4000 From any person operating a private hospital as defined in the "Hospital Act", being Chapter 200 of the Revised Statutes of British Columbia, 1996, as amended, \$2.67 for each bed let or available for letting with a minimum fee of \$28.43 for each twelve (12) month licence period plus \$23.35 inspection fee for a new licence.

**PROFESSIONS**

5000 From any person carrying on any of the following professional businesses or any other professional business not otherwise specifically mentioned hereunder, for each duly accredited professional person engaged in the business whether as a partner, proprietor, member or employee thereof, the amount to be levied or collected for each twelve (12) month licence period shall be based upon the following:

**NUMBER OF PROFESSIONAL FEES**

1 to 2 professionals	\$140.94 for each twelve (12) month licence period.
3 to 5 professionals	\$353.04 for each twelve (12) month licence period.
6 to 10 professionals	\$563.79 for each twelve (12) month licence period.
11 to 20 professionals	\$916.84 for each twelve (12) month licence period.
Over 20 professionals	\$1,127.61 for each twelve (12) month licence period.

5005	Appraiser
5010	Architect
5015	Barrister and Solicitor
5020	British Columbia Land Surveyor and/or Dominion Land Surveyor
5025	Chartered Accountant, Certified General Accountant, Registered Industrial Accountant, Accredited Public Accountant
5030	Chiropractor
5035	Consulting Forester
5040	Dentist
5045	Ear, Nose, and Throat Specialist
5048	Engineer
5050	Eye Specialist
5053	General Practitioner

5055	Neurologist
5057	Neurosurgeon
5060	Notary Public
5062	Optometrist
5065	Orthodontist
5067	Orthopaedic Surgeon
5070	Pathologist
5072	Physician and Surgeon
5075	Psychiatrist
5077	Radiologist
5080	Urologist
5082	Podiatrist
5085	Veterinarian
5099	Others

**PUBLIC UTILITY COMPANY**

6000 From any public or private utility company, including but not restricted to gas, electric light, telephone, telegraph, power, pipeline, water, motor-bus, radio, television, closed-circuit television, sewer collection and treatment, or any other company supplying utilities to the public, \$422.85 for each twelve (12) month licence period. In the event of a company carrying on more than one (1) kind of **business**, it shall be required to hold and pay for a separate licence for each **business**.

**REAL ESTATE, LAND, AND INSURANCE AGENT**

From any person carrying on the **business** of an Insurance Agent and/or Land or Real Estate Agent, the amount to be levied for each twelve (12) month licence period shall be based upon the following:

**NUMBER OF LICENSED SALESPERSONS**

7005	1 to 2 salespersons	\$106.05 for each 12 month licence period.
7010	3 to 5 salespersons	\$190.61 for each 12 month licence period.
7015	6 to 10 salespersons	\$281.90 for each 12 month licence period.
7020	11 to 20 salespersons	\$422.85 for each 12 month licence period.
7025	Over 20 salespersons	\$563.79 for each 12 month licence period.

**RESTAURANT**

- 7102 From any person owning or operating the **business** of restaurant, tea room, cafe, cafeteria, fish and chip shop, delicatessen, coffee shop, or other **premises** of a similar nature (excluding Class B Dining Lounge and Class B Dining Room), where the extent of such **business** requires a total floor area of 140 square metres or less, \$127.51 for each twelve (12) month licence period.
- 7104 From any person owning or operating the **business** of restaurant, tea room, cafe, cafeteria, fish and chip shop, delicatessen, coffee shop, or other **premises** of a similar nature (excluding Class B Dining Lounge and Class B Dining Room), where the extent of such **business** requires a total floor area in excess of 140 square metres, \$155.69 for each twelve (12) month licence period.
- 7106 From any person owning or operating the **business** of restaurant, tea room, cafe, cafeteria, fish and chip shop, delicatessen, coffee shop, or other **premises** of a similar nature (excluding Class B Dining Lounge and Class B Dining Room), which is combined with a retail **business**, the combined area of which is 47 square metres or less, \$71.16 for each twelve (12) month licence period.

**RETAIL**

From any person selling by retail the amount to be levied or collected for each twelve (12) month licence period shall be based upon the following:

	<u>FLOOR AREA OF RETAIL PREMISES</u>	<u>FEES</u>
7205	1 square metre to 278 square metres	\$140.94 for each 12 month licence period.
7210	279 square metres to 557 square metres	\$281.90 for each 12 month licence period.
7215	558 square metres to 1,115 square metres	\$422.85 for each 12 month licence period.
7220	1,116 square metres to 2,230 square metres	\$704.76 for each 12 month licence period.
7225	Over 2,230 square metres	\$1,127.61 for each 12 month licence period.

**ROOMS FOR RENT**

- 7300 From any person letting or making available for letting rooms for living accommodation either in a hotel, motel, auto court, apartment, suites in residences, rooming houses, or elsewhere, and whether or not meals are supplied to the occupant thereof, the amount to be levied or collected for each twelve (12) month licence period shall be based upon the following:

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7305	Hotel, motel, auto court	\$121.75 for each 100 m <sup>2</sup> of usable floor area or portion thereof for secondary uses (pubs, lounges, restaurants, gift shops, meeting rooms) for each twelve (12) month licence period.
7306	Hotel, motel, auto court	\$5.03 for each unit with a minimum fee of \$28.43 for each twelve (12) month period plus \$23.35 inspection fee for a new licence.
7310	Apartment	\$8.37 for each suite with a minimum fee of \$28.43 for each twelve (12) month licence period plus \$23.35 inspection fee for a new licence.
7312	Suite In Residence The Property Owner must name someone residing on the property as a contact person.	\$8.37 for each suite with a minimum fee of \$28.43 for each twelve (12) month licence period plus \$23.35 inspection fee for a new licence.
7315	Bed and Breakfast	\$28.43 for each twelve (12) month licence period plus \$23.35 inspection fee for a new licence.
7320	Apartment, owned and operated by non-profit societies providing rooms for rent for senior citizens and/or low income families	\$1.36 for each suite with a minimum fee of \$28.43 for each twelve (12) month licence period plus \$23.35 inspection fee for a new licence.
7325	Rooming house, private nursing home and rest home	\$5.03 for each room with a minimum fee of \$28.43 for each twelve (12) month licence period plus \$23.35 inspection fee for a new licence.

SALESPERSON

- 7350 Any person who:
- (i) sells, or offers for sale, goods, wares, merchandise, or food-stuffs, or any other effects whatsoever that retail in the City by a door-to-door canvas;

- (ii) being the agent for another person, sells or offers for sale goods, wares, merchandise, or foodstuffs, or carries, or exposes samples, or patterns of any goods, wares, merchandise, or food-stuffs, to be afterwards delivered within the City to a person who is not a wholesaler, or retailer, in such goods, wares, merchandise or foodstuffs; or
- (iii) carries, or exposes samples or patterns or quotes prices for the selling of any goods, wares, merchandise, or foodstuffs, to be afterwards delivered within the City to any person,

accordingly, a fee of \$71.16 for each twelve (12) month licence period.

**SAND AND GRAVEL PIT**

7400 From any person operating a sand/or gravel pit, \$212.10 for each twelve (12) month licence period.

**SECURITY SERVICE/INVESTIGATIONS/COLLECTIONS/BAILIFF**

7420 From any person carrying on the **business** of a Security Service and/or Investigations Service and/or Collections and/or Bailiff, \$140.94 for each twelve (12) month licence period.

**SOCIAL ESCORT SERVICE**

7430 From any person or individual carrying on the **business** of or operating a social escort service, \$3,060.00 for each twelve (12) month licence period.

**SPECIAL EVENT**

7450 From any person, persons, group, society, association, organization, or corporate holding a Special Event for gain or profit including but not restricted to a public show, exhibition or commercial performance, attended by or reasonably expected to be attended by more than 500 persons, held elsewhere than in a licensed theatre or other licensed building or facility, \$34.90 for each day during the licence period.

**THEATRES, HALLS AND ARENAS**

7502 From any proprietor, lessee or manager of any theatre, including drive-in theatre, amusement hall, concert hall, music hall, opera house, rink, arena or other similar place of entertainment, according to the seating or automobile capacity and licensing period thereof as set out as follows:

<u>SEATING CAPACITY OR AUTOMOBILE VIEWING SPACES</u>	<u>LICENCE PERIOD</u>		
	<u>12 months</u>	<u>6 months</u>	<u>3 or less</u>
1 - 500	\$140.94	\$ 71.16	\$ 34.90
501 - 1000	\$281.90	\$140.94	\$ 71.16
1001 or over	\$422.85	\$212.10	\$106.05

Provided that where one building contains more than one theatre, hall or other place of entertainment within the scope of this paragraph, a separate licence shall be payable in respect for each such premise.

TRADE SHOW

7550 From any person carrying on the **business** of organising and operating a **trade show** where the merchants participating in such **trade show** offer their goods, wares or merchandise for retail sale or wholesale, \$84.44 per merchant or space up to a maximum of \$1,688.75 per **trade show** for the duration of such show (the licence period). A licence issued for such a **trade show** includes all merchants registered to take part in the **trade show**.

TRAILER, MOBILE HOME, TENT OR AUTO COURT PARK OR CAMP

7600 From any person carrying on **business** as the owner of a trailer, mobile home, or tent campground, the amount to be levied or collected shall be levied upon the extent of such **business** and computed as follows:

- (i) \$5.03 for each additional space let or available for letting with a minimum fee of \$28.43 for each twelve (12) month licence period plus \$23.35 inspection fee for a new licence.

TRUST, INVESTMENT, LOAN AND MORTGAGE COMPANY

From any person carrying on the **business** of a trust company, insurance, finance, loan or mortgage agency, society or company, the amount to be levied or collected for each twelve (12) month licence period shall be based upon the following:

	<u>NUMBER OF EMPLOYEES</u>	<u>FEES</u>
7705	1 to 2 employees	\$140.94 for each twelve (12) month licence period.
7710	3 to 5 employees	\$281.90 for each twelve (12) month licence period.
7715	6 to 10 employees	\$422.85 for each twelve (12) month licence period.
7720	11 to 20 employees	\$634.96 for each twelve (12) month licence period.
7725	Over 20 employees	\$845.70 for each twelve (12) month licence period.

VENDING MACHINES

From owners of **vending machines** the amount to be levied or collected for each twelve (12) month licence period shall be based upon the following:

7802 For **vending machines** for the vending of music, games, amusement or service, \$28.43 for the first machine plus \$14.76 for each additional machine.

7804 For **vending machines** for the sale of any goods, wares, merchandise or articles, \$28.43 for the first machine plus \$7.04 for each additional machine.

**WAREHOUSING (INCLUDING MINI-STORAGE)**

From any person carrying on the **business** of warehousing products, equipment or other effects for which charges are made, following licence fees for every twelve (12) month licence period based on the floor area occupied by the warehouse **business**:

	<u>FLOOR AREA OF WAREHOUSING PREMISES</u>	<u>FEES</u>
7850	1 to 464 square metres	\$140.94 for each twelve (12) month licence period.
7855	465 square metres to 1,858 square metres	\$281.90 for each twelve (12) month licence period.
7860	1,859 square metres to 3,716 square metres	\$422.85 for each twelve (12) month licence period.
7865	Over 3,716 square metres	\$563.79 for each twelve (12) month licence period.

**WHOLESALE**

From any person owning or operating a wholesale **business**, the amount to be levied or collected for each twelve (12) month licence period shall be based upon the following:

	<u>FLOOR AREA OF WHOLESALE PREMISES</u>	<u>FEES</u>
7905	464 square metres	\$140.94 for each twelve (12) month licence period.
7910	465 square metres to 1,858 square metres	\$281.90 for each twelve (12) month licence period.
7915	1,859 square metres to 3,716 square metres	\$422.85 for each twelve (12) month licence period.
7920	Over 3,716 square metres	\$563.79 for each twelve (12) month licence period.

The holder of a licence under this paragraph shall also be entitled to sell by retail from the same location without taking out any further licence therefor.

OTHER BUSINESS

From any person operating any of the following **businesses**, the amount hereinafter set out opposite each such **business** operated by him for each twelve (12) month licence period:

8002	Accountant, Bookkeeper, Auditor and Public Stenographer	\$77.86
8004	Billboard Posting	\$71.16
8006	Boat Rental and Mooring	\$71.16
8008	Brewers Agent	\$127.51
8010	Canadian Newspaper Agency	\$56.37
8012	Car/Truck/Trailer/Recreation Vehicle Rental Service and/or Leasing Service	\$77.86
8014	Chimney Sweep	\$42.95
8016	Christmas Tree Sale	\$28.43
8020	Concession Snack Bar: Having a total floor area of not more than fifty (50) square metres operated as an adjunct to a primary operation which is the principal source of the patronage	\$63.09
8022	Dental Technician - laboratory or like service	\$127.51
8024	Drafting and Design Service	\$127.51
8026	Dry Cleaning	\$127.51
8027	Fuel Dealer (liquid fuels)	\$127.51
8028	Fuel Dealer (solid fuels)	\$42.95
8029	Furniture Repair and Refinishing	\$127.51
8030	Handicapped and/or Blind person, carrying on a home handicraft, home occupation or <b>business</b> for gain which is incidental and secondary to the use of the dwelling unit for residential purposes	No Charges
8032	Home handicrafts, where there are no employees of the person operating such <b>business</b>	\$34.90
8034	Ice or Cold Storage Locker	\$127.51
8036	Janitor and/or Window Cleaning Service where three (3) persons or less are employed	\$56.37
8038	Janitor and/or Window Cleaning Service where more than three (3) persons are employed	\$77.86

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8040	Landscaping or gardening including sale of shrubs, plants, nursery and garden supplies	\$112.74
8042	Landscaping or Gardening	\$34.90
8044	Lumber Yard and/or Millwork Shop	\$127.51
8046	Machine Shop where three (3) persons or less are employed	\$91.27
8048	Machine Shop where more than three (3) persons are employed	\$140.94
8050	Machine or Equipment Rental	\$127.51
8052	Machinery and Equipment Sales and service	\$127.51
8054	Magazine, Periodical or Book Sales <b>business</b> , that is selling, soliciting or taking orders for the sale of subscriptions for newspapers, magazines, periodicals, or books, whether of an educational character, or not	\$71.16
8056	Monumental Works and Memorial	\$63.09
8058	Mobile Home, Trailer, Recreational Vehicle and/or Boat Sales	\$127.51
8060	Office Equipment and Supplies, sales and service	\$127.51
8062	Photographer, itinerant	\$127.51
8064	Piano Tuning	\$77.86
8066	Private Music Teaching, Dancing School, Hair Dressing School, and other related activities	\$49.66
8068	Rug or Upholstery Cleaners	\$63.09
8070	Saw Filing and/or Knife Sharpening	\$28.43
8072	Septic Tank and Grease Trap and Grease Trap Cleaners	\$63.09
8074	Service and Maintenance of Appliances or other equipment	\$127.51
8076	Shoe Repair	\$71.16
8078	Shoe Shine	\$28.43
8080	Sign Painter or Sign Writer	\$127.51
8081	Small Equipment and Appliance Sales and Service	\$127.51

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8082	Tailor or Dressmaker	\$42.95 for each twelve (12) month licence period plus \$23.35 inspection fee for a new licence
8083	Thrift Store	\$28.43 for each twelve (12) month licence period plus \$23.35 inspection fee for a new licence
8084	Tire Retreading Business	\$127.51
8086	Towing Service	\$127.51
8088	Travel Service and/or Tour Agent	\$127.51
8090	Tree Topping and/or Tree Spraying	\$63.09
8092	Undertaker and funeral Director, including the sale of monuments and memorials	\$127.51
8094	Upholstery	\$127.51
8096	Watch Repairing	\$77.86
8098	Welding Shop	\$127.51
8099	Yard Sale, Garage Sale, Carport Sale, Basement Sale, etc. provided however, the licence shall be issued for each individual sale and no licence is required for a person holding only (1) such sale in each licence year, and no person shall be granted more than three (3) licences in each licence year	\$28.43

UNCLASSIFIED

9000 From any person following within the Municipality any profession, **business**, trade, occupation, employment or calling not herein-before enumerated, or who enters into or carries on any contract to perform any work or furnish any service or material, \$127.51 for each twelve (12) month licence period.



## City Of Kelowna Business Licence Application

**Business Details:** 4320-20

**Business Number:** \_\_\_\_\_ **Type Code:** \_\_\_\_\_ **Fee Exempt:** \_\_\_\_\_ **Status:** New  
**Description:** SAMPLE

**Location:** SAMPLE  
**Postal Code:** \_\_\_\_\_  
**Application Date:** \_\_\_\_\_ **Approval Hold Flag:** Yes      **Units:** \_\_\_\_\_  
**Final Date:** \_\_\_\_\_ **Licence Hold Flag:** No      **Employees:** \_\_\_\_\_  
**Start Date:** \_\_\_\_\_ **Notice Hold Flag:** No      **Square Meters:** \_\_\_\_\_  
**End Date:** \_\_\_\_\_

**Fee Information:**  
**Annual Fee:** \_\_\_\_\_ **Amount Owing:** 0.00

**Legal Information:**

Rid:	Plan:	Lot:	Block:	Zoning:

**Business Names and Phone Numbers:**

Applicant Name:	Phone Number:	Local:	Fax Number:	Local:
SAMPLE				
Business Name: SAMPLE				
Emergency Name: SAMPLE				
Owner Name: SAMPLE				

**Mailing Addresses:**

Address:	Postal Code:
Licence Address: SAMPLE SAMPLE KELOWNA BC	
Notice Address: SAMPLE SAMPLE KELOWNA BC	

Exclude from Mailing Lists

**Approvals:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Owner:**   
**Agent:**

**Licence Inspector:** \_\_\_\_\_

**Licensing:**     PLG/Gas     Building     Works/Utils     Health     RCMP     Fire Dept

**Other:** \_\_\_\_\_

**Comments:** \_\_\_\_\_

Personal information collected on this form is collected for the purpose of processing this application and for administration and enforcement of Business License and Regulation Bylaw No. 7878. The information is collected under the authority of Bylaw 7878 and the Municipal Act. If you have any questions about this collection, please contact the License and Bylaw Enforcement Supervisor, City of Kelowna (604) 862-3261.



### Business Licence Guide and Business Licence

**General**

Every person who carries on a business or provides a service of any kind or nature within the City of Kelowna is required to hold a valid and subsisting licence to do so, and the licence is to be obtained prior to the commencement of the business or service.

**APPLICATION INFORMATION**

Application for Business Licence can be made at City Hall, Monday to Friday, 8:00 a.m. - 4:00 p.m. The following general information is required: Applicant's name, Business name and address, mailing address, if different, and business description.

Some businesses require licences or certificates issued by the Provincial Government or other agencies. Security, bailiffs, private investigators, require a provincial government licence; some tradesmen require a valid provincial TQ ticket or certificate of competency issued by the provincial government (gas fitters, plumbers, electricians, etc.); day care centres require a provincial government licence.

**APPROVALS**

Prior to issuing the licence, the zoning of the business location must be determined. The City of Kelowna Zoning Bylaw No. 4500-76 regulates the uses that are permitted in each zone.

Some Business Licence applications may require the approval(s) of various other City departments, and/or outside agencies such as fire, health, gas, plumbing, and police inspectors before the licence can be issued.

Business Licence fees are listed in the Licence Regulation Bylaw 7878 and must be paid in full at the time that the application is made or prior to the commencement of the business, and are to be renewed annually on January 1st. Fees are pro-rated quarterly for a person who does not commence or renew a business on January 1st. The pro-rated fee must be paid on or prior to the new commencement date of the business.

**BUSINESS IN RESIDENCES**

Some Home Occupations may be licensed as regular business provided that they can comply with the regulations in the City of Kelowna Zoning Bylaw, No. 4500-76. There are three different Classes of Home Occupation permitted: Class "A", Class "B" and Class "C". Generally, the Class "A" licence is for phone and office use only with no employees; the Class "B" licence allows one employee; and the Class "C" licence allows two employees. All Home Occupations must be in the appropriate zone and comply with the restrictions contained in the City of Kelowna Zoning Bylaw and all other bylaws in effect.

**ITINERANT AND MOBILE BUSINESSES**

Itinerant persons (persons who go from place to place but do not have a regular place of business) generally operate from a person's residence and are also subject to the above regulation.

**MOBILE STORES**

Mobile Stores are not to operate within the downtown area of the City outlined in Schedule "C" of By-Law 7878 except with a permit and when totally within a Mobile Vending Space, or on private property with written consent of the property owner.

Mobile Stores, offering process food for sale, require health and gas approval. Mobile Stores must be designed to be mobile or mobile at the time the goods are offered for sale and are delivered to the purchaser at the time of sale.

**COMMERCIAL VEHICLE LICENCE PLATES**

All vehicles used for business purposes by the owner or operator, within the City, are required to display a valid Commercial Vehicle Licence Plate (decals). The Commercial Licence Plate (decals) may be obtained at the Licence Department, City Hall, upon presentation of the vehicle registration and paying the licence fee.

**SIGNS**

An owner or operator of a business wishing to erect or place or display a sign (facade, portable, or free-standing, etc.) to advertise the business, requires a valid Sign Permit. The sign bylaw regulates the size, type, construction, placing, erecting or displaying of all signs within the City and different standards and regulations may apply in the different zones throughout the City.

The foregoing is a guide only. The appropriate bylaws must be referenced for all the licensing requirements.

Additional information regarding business licences may be obtained at the Licence Department, City Hall, 1435 Water Street, or by calling 862-3382.

4320-20-01

FOLD AND TEAR BELOW

The licence below must be displayed in a prominent location at your place of business.

FOLD AND TEAR BELOW

**CITY OF KELOWNA**

**BUSINESS LICENCE**

BUSINESS NUMBER: 9999  
BUSINESS TYPE CODE: 9999

THE FOLLOWING BUSINESS IS HEREBY LICENSED IN ACCORDANCE WITH BY-LAW NO. 7878 AND ASSOCIATED ORDINANCES.

BUSINESS LOCATION: SAMPLE  
BUSINESS NAME: SAMPLE  
OWNER NAME: SAMPLE  
BUSINESS ADDRESS: SAMPLE

**1996**

LICENCE FROM: SAMPLE TO: SAMPLE  
LICENCE FROM: SAMPLE TO: SAMPLE

A licence is not a representation or warranty that the licensed business or the business premises comply with the Bylaws of the City or with any regulations or standards.

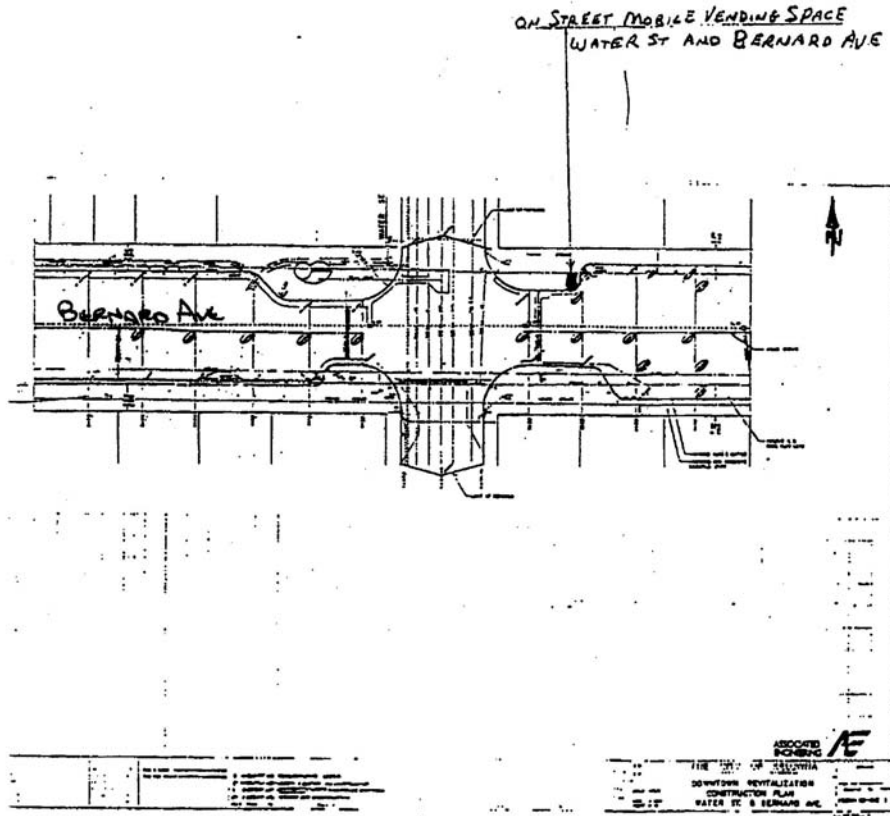
PLEASE NOTIFY THE LICENCE DEPARTMENT OF ANY CHANGE OF ADDRESS OR OWNERSHIP - DISCONTINUATION OF BUSINESS

*Karl Skinner*  
LICENCE INSPECTOR



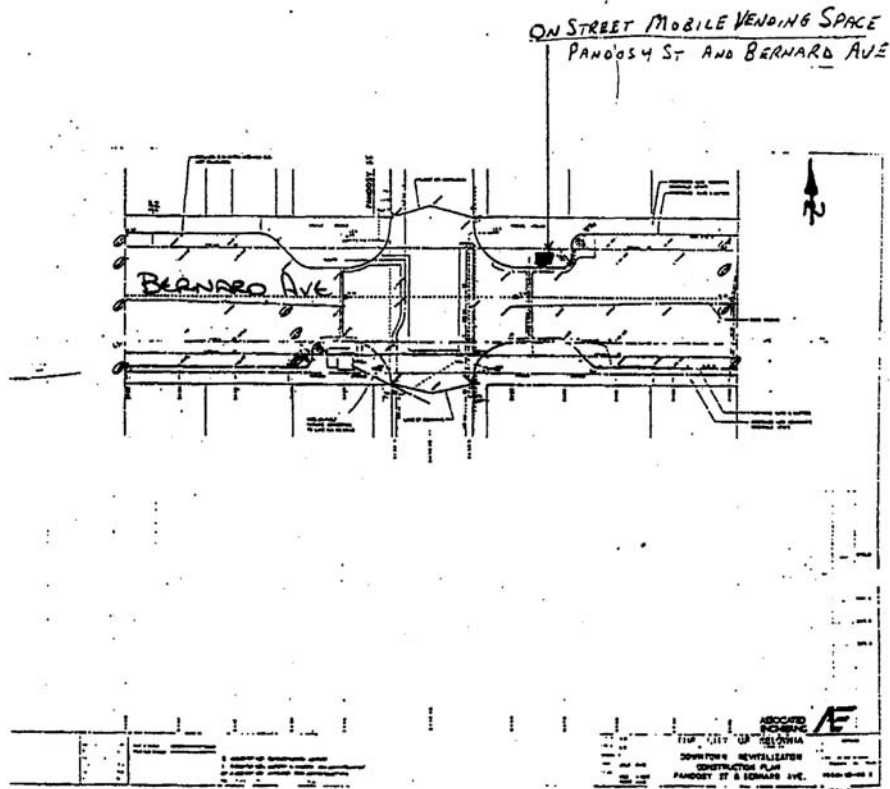
SCHEDULE 'E'

MOBILE STORES (designated spaces downtown)



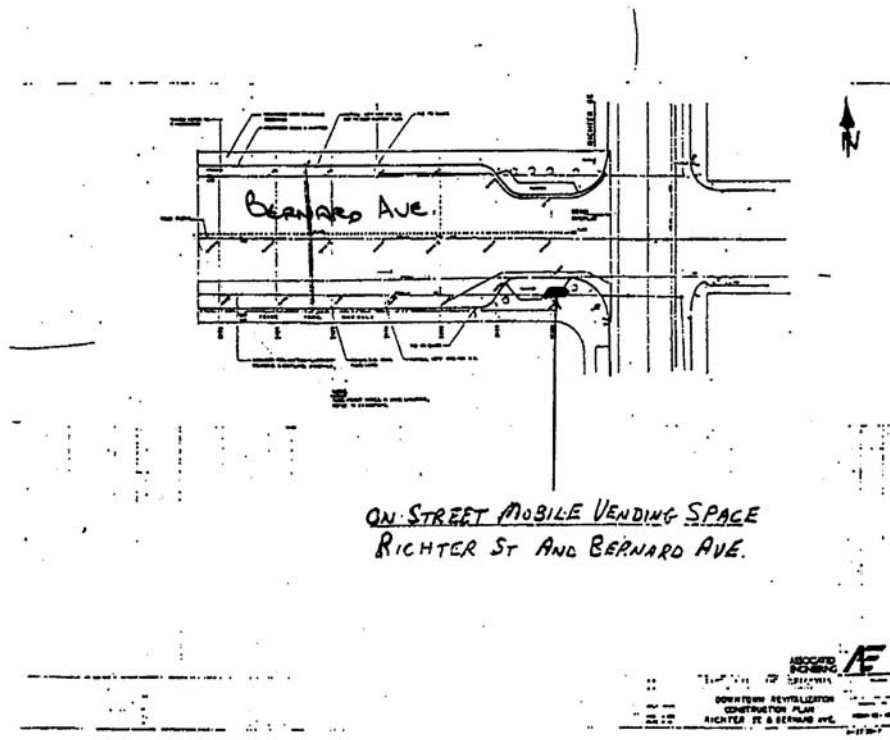
SCHEDULE 'E'

MOBILE STORES (designated spaces downtown)



SCHEDULE 'E'

MOBILE STORES (designated spaces downtown)



BL8119 deleted and replaced Page 4 of Schedule "E":

BL10061 deleted and replaced Page 4 of Schedule "E" with the following:

MOBILE STORES (designated area downtown)



