

# Home Based Business, Minor



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*This factsheet is for informational purposes only. Please be sure to consult the relevant City of Kelowna bylaw.*

Starting a business is a major undertaking and there are a number of resources available to assist you with that process. Should you require further information, please visit [kelowna.ca/business](http://kelowna.ca/business)

**Business Licences**  
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## PURPOSE

To inform the general public and staff of zoning and business bylaw regulations that apply to a Home-Based Business, Minor category within the City of Kelowna.

## BACKGROUND

The City of Kelowna embraces the opportunity for economic growth and diversity within the business sector of the community and home-based businesses are an important part of the City's economy. Whether you are a new business owner, transferring ownership, or relocating to Kelowna, it is important to be aware of the restrictions that may apply to your business. The City needs to ensure that neighbourhood character and livability is maintained where home-based businesses are conducted. As a result, there are restrictions on the operation of a home-based business, minor.

## BUSINESS LICENCE

The City of Kelowna [Business License and Regulation Bylaw No. 12585](#) states:

- 3.1 Every person who owns or operates a business within the City shall apply for, obtain and maintain a licence.
- 3.2 Section 3.1 of this Bylaw applied to every business carried on in the City or with respect to any work or service that is performed in the City, whether or not the business is carried on, in or from a premises in the City.
- 5.1 A licence authorizes only the person named in the licence to operate the business described in the licence, and is subject to any condition(s) of the licence.

## DEFINITIONS

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

**Home-Based Business** – means development consisting of the use of a dwelling unit or accessory building for a business by a resident. The business must be secondary to the residential use of the building and shall not change the residential character of the dwelling or accessory building. This use does not include automotive & equipment. This use also does not include the retail sales of products not produced on site, with the exception of mail order sales, website sales, telephone sales, or goods where the customer does not enter the premises to inspect or pick up the goods or products incidental to the service provided.

Home-Based Businesses are divided into three categories: Minor, Major, and Rural:

- a) Minor home-based businesses are intended to operate within a dwelling unit only (not an accessory building) and have no aspects of business operations detectable from outside the property.

## ZONING

The City of Kelowna allows home-based business, minor in the following zones:

A1, A2, RR1, RR2, RU1, RU2, RU3, RU4, RU5, MH1, MF1, MF2, MF3, CA1, VC1, UC1, UC2, UC3, UC4, UC5, HD2, CD17, CD18, CD22, CD26

## RESTRICTIONS

The City of Kelowna [Zoning Bylaw No. 12375](#), Section 9.2 states:

The home-based business must be operated by a resident who resides for more than 240 days of the year.

No exterior storage or exterior operation shall be permitted.

No nuisance from noise, vibration, smoke, dust, odours, heat, glare, electrical or radio disturbance shall be produced by the home-based business (minor) and, at all times, the privacy and enjoyment of adjacent dwellings shall be preserved and the home-based business shall not adversely affect the amenities of the neighbourhood.

Limit of one client visit to the site from which the business is being operated on any given day.

No person other than the principal residents of the dwelling unit can be engaged in the home-based business onsite.

Sale and/or display of any goods exclusively produced onsite or those goods which constituting the finished product of the home-based business is permitted.

A food catering business operating lawfully within a dwelling may establish one additional kitchen provided that its installation is required by the Health Authority and that the kitchen must be removed should the home-based business use cease. The additional kitchen is not permitted to be utilized to establish an additional dwelling.

Parking on-site of commercial vehicles larger than 4,100 kilograms gross vehicle weight is not permitted.

Maximum Gross Floor Area (GFA) is 20 metres<sup>2</sup> and no more than 25% of the GFA of the dwelling.

## CONCLUSION

It is the business owner's responsibility to ensure zoning, use, building, health and any other requirements are satisfied prior to the issuance of a business licence. Failure to do so may result in a denial of your business licence application and/or bylaw enforcement action which may include fines and/or suspensions. Should you require any further information, please visit [www.kelowna.ca/business](http://www.kelowna.ca/business), email [businesslicences@kelowna.ca](mailto:businesslicences@kelowna.ca), or call 250-469-8617.