



Town of Stavely
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Application for Home Occupation Permit

Application No. _____

Applicant: _____

Address: _____ Telephone No. _____

Registered owner of land: _____

Legal Description: _____

Existing Land Use: _____ Proposed use being applied for: _____

Name of Business: _____

Has a business license been applied for? Yes No

Proposed hours of operation: _____ to _____

Proposed days of week of operation (i.e. Mon-Fri, Sat, Sun): _____

	YES	NO
Noise generated		
Storage of goods on property		
Off-street parking available		
# of spaces available: _____		
Additional vehicles required		
Anticipated increase in vehicular traffic		
Odours or noxious effluents		

Applicants submission: Please state your reasons for applying for this Home occupation

Registered owner or person acting on behalf of: _____

I certify that I am the registered owner or that the registered owner(s) of the land described above is aware of this application.

Date: _____ Signed: _____

Land Use Bylaw #769:

SECTION 11 HOME OCCUPATIONS

Home occupations shall be classified by the Development Officer in accordance with the following:

Home Occupation 1

11.1 A small-scale, home occupation involving:

- (a) phone and office use only;
- (b) no outdoor storage and/or display of goods; and
- (c) no more than five customer/client visits to the residence per day.

Home Occupation 2

11.2 All other home occupations shall be classified as a Home Occupation 2 and may involve:

- (a) the use of a principal structure, garage and/or accessory structure;
- (b) limited outdoor storage provided that it is screened from view and/or display of goods within the residence, garage or accessory structure;
- (c) limited volume of on-premises sales;
- (d) a maximum of one non-resident employee; and
- (e) limited customer/client visits.

Approved: Y / N Refused/Revoked: Y / N

Level of Approval Required: Development Officer or MPC

Date: _____

11.3 Home occupations are subject to the following additional standards:

- (a) A home occupation shall be incidental and subordinate to the principal residential use of the dwelling and shall not change the external appearance or character of the dwelling. There shall be no business activities associated with the home occupation conducted on the lot outside the dwelling or accessory structure.
- (b) Allowances for home occupations are intended to foster small-scale business. Home occupations will be required to relocate to a suitable commercial or industrial district when they become incompatible with a residential area or become unsuitable as a home occupation.
- (c) A Home Occupation 2 shall not be permitted, if in the opinion of the Development Authority, the use would be more appropriately located within a commercial or industrial district.
- (d) The business operator shall be a full-time resident of the dwelling.
- (e) Unless otherwise approved by the Municipal Planning Commission, not more than one home occupation is permitted on a lot.
- (f) The use must not generate more vehicular or pedestrian traffic and vehicular parking than normal within the district.
- (g) No offensive noise, vibration, electrical interference, smoke, dust, odors, heat or glare shall be produced by the use.
- (h) No use shall cause an increase in the demand placed on any one or more utilities (water, sewer, garbage, etc.) such that the combined total consumption for a dwelling and its home occupation exceed the normal demand for residences in the area.
- (i) Home occupations shall not include any use that would, in the opinion of the Development Authority, materially interfere with or affect the use or enjoyment of neighbouring properties.
- (j) Signage advertising a Home Occupation 1 or 2 is limited to one sign located in the structure window up to a maximum of 0.4 m² (4 ft²) in size and must be approved by the Development Authority.
- (k) The Development Authority may regulate the hours of operation, the number of customer visits, outdoor storage and screening and landscaping requirements for outdoor storage.
- (l) Any changes to an approved home occupation require the approval of the Development Authority.
- (m) The development permit for the use shall be valid only for the period of time the property is occupied by the applicant for such approved use and is not transferable to another location or another person.
- (n) The issuance of a development permit in no way exempts the applicant from obtaining a business license from the Town and any other Provincial approvals that may be required.
- (o) A Home Occupation 2 development permit may be issued as a temporary development permit that may be renewed annually or on a timeline specified in the approval by the Municipal Planning Commission.
- (p) A Home Occupation 2 shall not be approved where a secondary suite has been developed, unless it is proven to the satisfaction of the Development Authority that the amount of traffic generated is limited and adequate parking is available without adversely affecting the neighborhood.