



# Declaration Form: Home Business, Minor

OFFICE	APPLICATION SUBMISSION REQUIREMENTS
<input type="checkbox"/>	<input type="checkbox"/> <b>Copy of Current Certificate of Title(s):</b> <input type="checkbox"/> Copy of a current Certificate of Title(s) no more than 30 days old at the time of application. Note: Certificates of Title can be obtained from the Alberta Registries Office. <input type="checkbox"/> If the land is registered under a numbered company, provide the names of the principals of the numbered company.
<input type="checkbox"/>	<input type="checkbox"/> <b>Letter of Authorization or Registered Owner Consent:</b> If the applicant is not the registered owner, either: <input type="checkbox"/> The Registered Owner Consent section of the application form must be signed, or <input type="checkbox"/> A letter of Authorization from the registered owner must accompany the Certificate of Title.

I/We hereby make application under the provisions of Land Use Bylaw 26/001. No Development Permit is required.

## PLEASE PRINT

Applicant Name: \_\_\_\_\_

Civic Address \_\_\_\_\_ Postal Code: \_\_\_\_\_

Legal Land Description Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_

Business as described on the Business License: \_\_\_\_\_

Business Description: \_\_\_\_\_  
\_\_\_\_\_

Registered Owner(s) as shown on the Certificate of Title: \_\_\_\_\_

## REGISTERED OWNER CONSENT

I \_\_\_\_\_ of \_\_\_\_\_  
Registered Owner as shown on Certificate of Title Civic Address

authorize my tenant \_\_\_\_\_ who resides in this space, to operate their business from this location. I understand this location will be used for office space only to accommodate this business.

\_\_\_\_\_  
Signature of Registered Owner

\_\_\_\_\_  
Date

## Definition of Home Business, Minor

**HOME BUSINESS, MINOR** means the accessory use of a residential property conducted by a resident of such property for a business activity that does not generate client or vehicular traffic. A home business, minor does not include any of the following:

- a) adult entertainment facility;
- b) animal care services, major;
- c) animal care services, minor, but does not include mobile pet grooming;
- d) automotive and equipment service;
- e) automotive vehicle sales or rental;
- f) restaurant, major;
- g) restaurant, minor;
- h) retail, general; and
- i) waste management facility

## Section 5.26 of the Land Use Bylaw 26/001

The following provisions apply to home business, minor:

- The area occupied by a business shall not:
  - i. exceed 30% of the gross floor area of a dwelling unit; and,
  - ii. occupy any portion of any accessory building.
- Generate no client pedestrian or vehicle traffic.
- Be operated by the resident(s) of the dwelling unit.
- The number of employees or other persons who provide services in addition to the permanent resident(s) is zero (0).
- Any storage of materials or goods related to the business shall be located within the dwelling unit. No exterior storage or storage within an accessory building is permitted.
- On-site display of goods is not allowed.
- No commercial vehicles shall be used in conjunction with the business.
- A combination of one (1) home business, minor and one (1) home business, major may be approved for a dwelling at the discretion of the Development Authority.
- Identification sign(s) or any other form of identification indicating the business is located on the property shall not be displayed on the property.
- No noise, vibration, smoke, dust, odours, heat, glare, combustibles, electrical or radio disturbance shall be detectable beyond the parcel boundary.

*Commercial and industrial uses are generally not compatible in urban residential districts and rural residential districts. An application for a home business, major and home business, minor will not be approved if, in the opinion of the Development Authority, the proposed use or intensity of use is more appropriately located in a non-residential district.*



**DECLARATION**

I, \_\_\_\_\_ declare that the above-described property will be used for a Home Business, Minor, and will meet the requirements above and as defined in the Land Use Bylaw 26/001 as amended from time to time.

The Applicant shall notify the Planning and Development Department of the Regional Municipality of Wood Buffalo if the Home Occupation at the above-described property does not meet the requirements. The Applicant must then obtain whatever permits, licenses, or approvals under the Land Use Bylaw 26/001, as amended from time to time.

\_\_\_\_\_  
Applicant (Print)

\_\_\_\_\_  
Approved by: Development Permitting (Print)

\_\_\_\_\_  
Applicant (Signature)

\_\_\_\_\_  
Approved by Development Permitting (Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Note: A copy of this declaration will be provided to Bylaw Enforcement and placed in the property file.

The personal information on this form is authorized under Section 4(c) of the Protection of Privacy Act and is managed in accordance with the Act. The personal information will be used as contact information and to process your application. If you have questions about the collection or use of your personal information, please contact PULSE at 780-743-7000, 1-800-973-9663, or online at [rmwb.ca/pulse](http://rmwb.ca/pulse).