




DECISION

Decisions for home occupations are based on their compatibility with the surrounding area. An ideal home occupation will blend into the neighborhood as such that the neighbors would not be aware of its existence.

Some factors to avoid that will draw attention to home occupations include the following:

- Noise, dust, smell or smoke generated by the home occupation.
- Customers or business contacts visiting the home.
- Delivery/collection of products.
- Parking on adjacent streets or lanes.
- Employees who are not residents of the dwelling.
- Storage of equipment or materials in the open.
- Use of a garage for purposes other than the storage of the resident's vehicle.




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HOME OCCUPATION



Planning & Development





WHAT IS A HOME OCCUPATION?

In the Town of High River the majority of the land is designated (zoned) for residential purposes. Generally, people living in residential areas expect the residential character of their neighborhood and the visual amenities to be protected from intrusion by commercial businesses. However, under certain circumstances, the Land Use Bylaw allows a small-scale business to be carried out in a residential dwelling. Such business, is called a “home occupation” and is subject to the following restrictions:

- Home occupations may only be carried out by a resident of the dwelling and must not cause a nuisance to neighbors.
- Home occupations are limited to one per dwelling unit.

Home occupations cover a wide range of activities, examples include a desk and telephone operation for a construction or graphic design business, or personal services such as hairdressing or counseling.

WHAT BUSINESSES REQUIRE A HOME OCCUPATION DEVELOPMENT PERMIT?

All home occupations require a development permit, as they are discretionary use in residential areas.

APPLICATION REQUIREMENTS

Applicants are required to submit the following:

- A completed application form giving details of the proposed home occupation.
- If the applicant is not the owner of the property, a letter from the owner authorizing the applicant to apply for a permit.

FEES

A fee for the Home Occupancy development permit must be paid at the time of application. A fee schedule is available at the Town Office or on the website. (www.highriver.ca)

APPLICATION PROCESS

- The application is reviewed to determine whether the proposal could have on the neighbors.
- By bylaw the Planning & Development Department has 40 days to make a decision, however 5-7 days is sufficient for most applications.

NOTICE OF POSTING

If the application is approved, the decision will be posted on-site at the residence for a 14 day period to allow anyone who objects to the decision to appeal. After the posting period, and if there has not been an appeal, the permit is issued and the home occupation can start once a business license has been obtained.

APPEALS

- If the application is refused by the Development Officer, the applicant will be notified of the decision, and the reasons, by registered mail. The applicant can appeal the decision but must do so within 14 days of the receiving the notice of decision.
- Appeals may be submitted on prescribed form along with the appropriate fee.

DECISION

When an application is approved, conditions are usually added to the permit to ensure that the home occupation complies with the Land Use Bylaw, and continues to operate as per the description provided. A time limit may be applied to the permit so it can be re-evaluated after a period of operation.

