

Business Licence Regulation Bylaw Amendment

“Home Occupations”

Electoral Area “F” – Greater West Bench

Electoral Area “F” Advisory Planning Commission Meeting
November 10, 2025

Background - “Home Occupation” Uses

Business Licencing – Home Occupations (Area “F”)

Background:

- “Home occupation” means:
an occupation or profession that is accessory to the principal residential use of a parcel and may include home offices; studios; home workshops, and other similar uses
- Generally permitted as an accessory use in zones where residential uses are permitted as principal uses, including the Low Density Residential West Bench (RS5) and Small Holdings West Bench (SH5) Zones.

Business Licencing – Home Occupations (Area “F”)

Background:

What is not a “home occupation”?

- A home occupation is not the same as a “home industry” use which is defined as:
an occupation or a commercial use that is accessory to the principal residential use of a parcel and may include manufacturing, processing, fabricating, assembling, distributing, testing, servicing, or repairing of goods or materials including vehicle repair, maintenance and auto body shops and other similar uses
 - “Home industry” is not permitted in the RS5 and SH5 Zones.
- Commercial uses which predominate over the principal residential use.

Business Licencing – Home Occupations (Area “F”)

Background:

- The Okanagan Valley Zoning Bylaw No. 2800, 2022 prescribes regulations for home occupation uses:

Maximum floor area: no more than 40% of the floor area of a principal dwelling unit, to a maximum of 50.0 sq m.

Siting requirements: within a principal dwelling unit or in an accessory building or structure (where permitted).

Operator restrictions: must be carried out by resident of principal dwelling unit.

Use restrictions (retail): no retail sales except where goods are produced on the premises or related directly to the home occupation, or where retail sales are undertaken via mail order/telephone/internet or other sales where customers do not enter the premises.

Use restrictions (general):

- No external/outdoor storage;
- No dangerous materials;
- No boarding, breeding or keeping of animals;
- No cannabis production;
- No salvage/repair of vehicles/boats/machinery;
- Restrictions on the size of vehicles associated with the use that are parked outside of an unenclosed building;
- Restrictions on assembly

Background – Project Initiation

Business Licencing – Home Occupations (Area “F”)

Background:

- The Regional District Board adopted its Business Licence Regulation Bylaw No. 3100 on August 21, 2025.
- This bylaw allows the Regional District to regulate different types of businesses in the electoral areas.
- Currently, regulated businesses include:
 - short-term rental accommodation (“A”, “D”, “E” & “I”)
 - tourist accommodation – various uses (“E”)

Business Licencing – Home Occupations (Area “F”)

Background:

- As a Strategic Priority for 2025, the Board has identified the following:
Business license review - home occupations Area "F".
- At its meeting of October 16, 2025, the Planning & Development Committee of the RDOS Board resolved to initiate Business Licence Bylaw Regulation Amendment Bylaw No. 3100.02.

Business Licencing – Home Occupations (Area “F”)

Legislative Requirements:

Before adopting a business regulation bylaw, including amendments, the Regional District must:

- give notice of its intention to regulate the businesses; and
- provide an opportunity for persons who consider they are affected by the bylaw to make representations to the Board.



Business Licencing – Home Occupations (Area “F”)

Communication Strategy:

In order to satisfy statutory notification requirements, the following notifications/engagement is to be undertaken:

- Public Information Meeting;
- APC Consideration;
- Mail letters to all residents;
- Newspaper advertisements;
- Bulletin board notice;
- Project webpage;
- Feedback forms; and
- Community survey.

Results to be presented at a future Planning & Development Committee meeting.

Background – Proposed Amendments

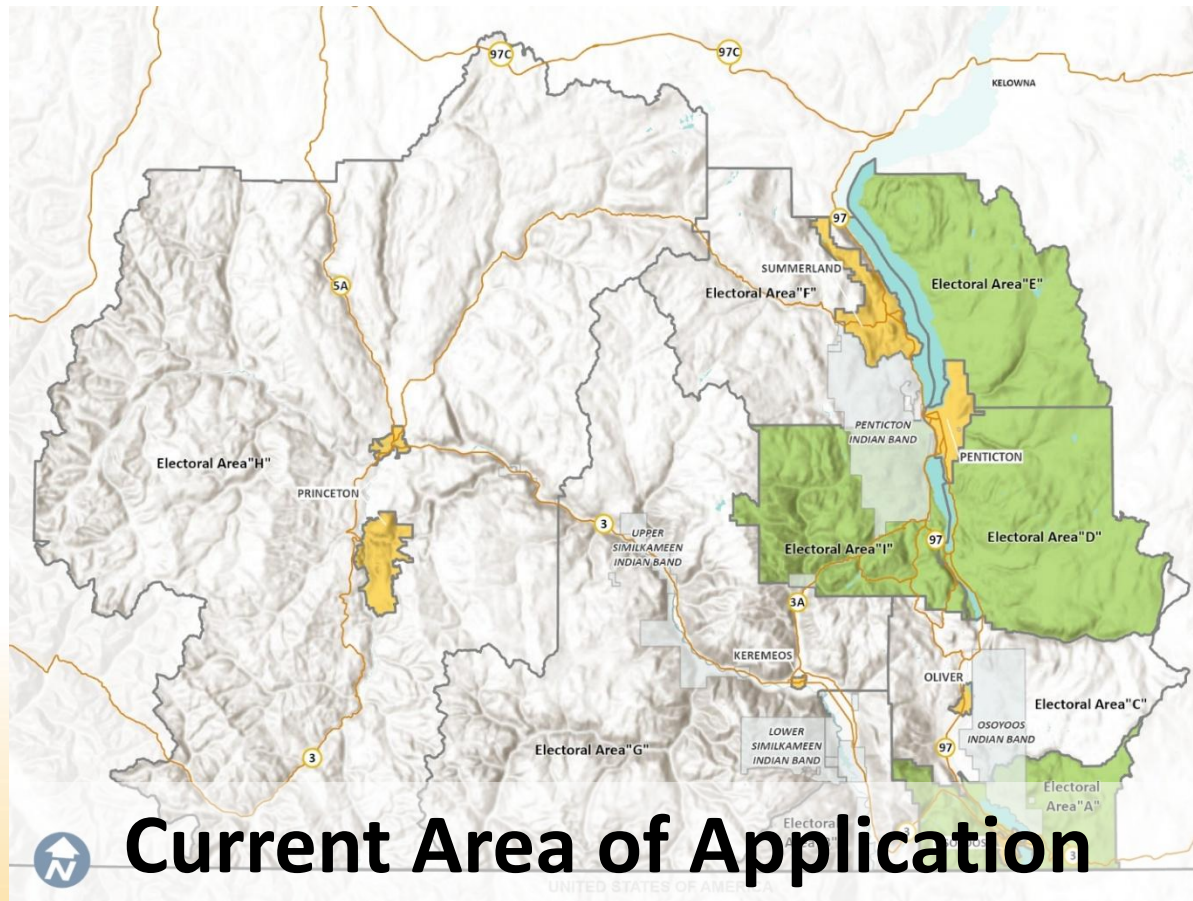
Business Licencing – Home Occupations (Area “F”)

Proposal:

- Business Licence Regulation Amendment Bylaw No. 3100.02 proposes the following amendments to Bylaw No. 3100:
 1. amend the area to which the bylaw applies to include Electoral Area “F”;
 2. add “home occupation” as a business that must obtain a licence; and
 3. limit the area in which “home occupation” business must be licenced in Electoral Area “F” to the “Greater West Bench Area.”

Business Licencing – Home Occupations (Area “F”)

1. Proposed Amendment of Section 2.0 (Bylaw Application)



Business Licencing – Home Occupations (Area “F”)

2. Proposed Amendment of Section 3.0 (Regulated Businesses):

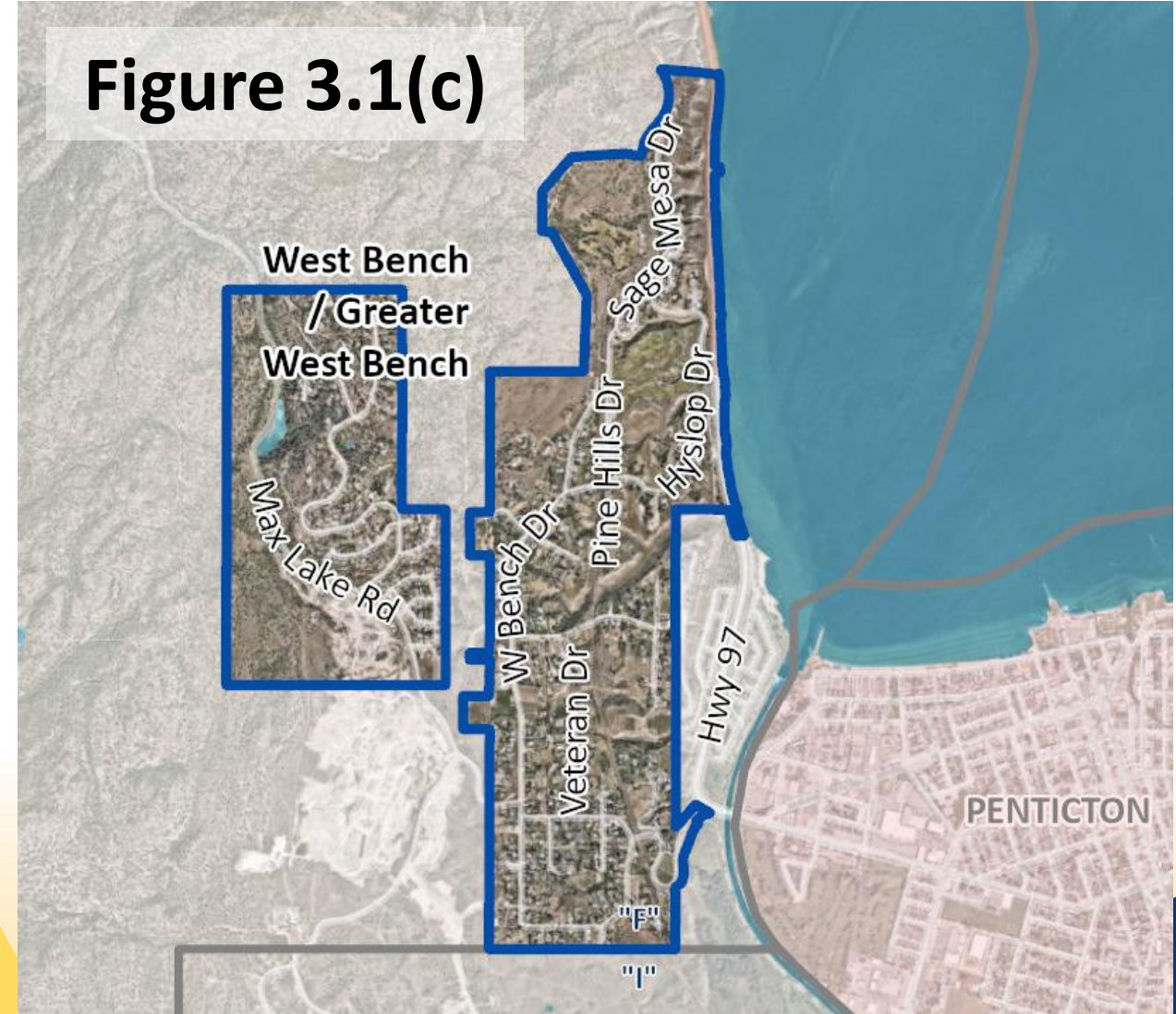
- “home occupation” in Electoral Area “F” is added as a business requiring a licence.

- .1 A person who carries on one of the following businesses within an electoral area outlined at section 2.1 must apply for, obtain, and hold a valid licence for each business:
 - a) In Electoral Areas “A”, “D”, “E”, & “I”:
 - i) short-term rental accommodation.
 - b) In addition to sub-section 3.1(a), in Electoral Area “E”:
 - i) agri-tourism accommodation;
 - ii) campground;
 - iii) hotel;
 - iv) motel;
 - v) tourist accommodation; and,
 - vi) tourist cabins.
 - c) In the Greater West Bench Area, as shown on Figure 3.1(c), in Electoral Area “F”:
 - i) home occupation.

Business Licencing – Home Occupations (Area “F”)

3. Proposed Amendment of Section 3.0 (Regulated Businesses):

- establish that only “home occupation” businesses in the “Greater West Bench” area of Electoral Area “F” are required to obtain a licence.



Considerations

Business Licencing – Home Occupations (Area “F”)

Considerations:

- This project is being undertaken further to the direction of the RDOS Board in accordance with the 2025 Strategic Priorities Work Plan.
- The imposition of business licensing requirements:
 - Provides for greater oversight in bylaw compliance;
 - Strengthens enforcement;
 - Would incur additional administrative burden to process applications.
 - Unlikely to see a significant number of applications; however, it is unknown how many home occupation businesses exist.

Business Licencing – Home Occupations (Area “F”)

Considerations:

- If the proposed amendments are adopted by the RDOS Board, all “home occupation” business operators would be required to apply for and obtain a business licence.
- The applicable business licence application fee is \$200.00.

Business Licencing – Home Occupations (Area “F”)

Options:

1. THAT the proposed amendments to the “Regional District of Okanagan-Similkameen Business Licence Regulation Bylaw No. 3100, 2025, be approved.
2. THAT the proposed amendments to the “Regional District of Okanagan-Similkameen Business Licence Regulation Bylaw No. 3100, 2025, be approved, subject to the following revisions:
 - i. *TBD*
3. THAT the proposed amendments to the “Regional District of Okanagan-Similkameen Business Licence Regulation Bylaw No. 3100, 2025, be denied.

Administrative Recommendation:

THAT Business Licence Regulation Amendment Bylaw No. 3100.02, 2025, be supported.