

## Operating a H.B.B. in Slave Lake, AB

In addition to a Business License, which is renewable annually, a Development Permit is required to run a business from your residence.

Home Based Business means a home business carried on by an occupant of a residential building, as a use secondary to the residential use, and which does not change the character or outside appearance or have any exterior evidence of the business other than the approved signage and the business vehicle.

If you are planning to run a business from your home, please contact the Planning and Development Team.

**If you move from one residence to another, you will need to re-apply for your Home Based Business Permit.**



## Contact the Planning and Development Team!

### Phone

780-849-8004 or 780-849-8019

### Email

planning@slavelake.ca

### Address

10 Main Street SW, Slave Lake, AB

### Website

www.slavelake.ca



This pamphlet should not be interpreted as exhibiting the exact guidelines of the Land Use Bylaw #22-2007. For complete bylaw information, please contact the Town of Slave Lake, Planning and Development.



10 Main Street SW | PO Box 1030 | Slave Lake, AB | T0G 2A0



## Planning and Development

## Home Based Businesses



Working together, building a better community



## **Home Craft/Child Care (Type A)**

Means home crafts for gain or support as a direct result of the extension of a hobby, or child care services not exceeding five (5) children at any given time, conducted within the dwelling at their private residence. A Home craft may involve direct client contact, but only to a minor extent and requires no additional employees. Home crafts may include, but are not limited to, sewing, tailoring and similar domestic crafts, handicrafts, hobbies, music instruction, and tutoring. Home Craft/Child Care may also include an office associated with the Home Craft/Child Care business, but is limited to a desk and a telephone.



## **Direct Sales (Type B)**

Means a home based business operated by a person who carries on the business of selling or offering for sale goods or services or both, or entering into agreements for the sale of goods or services or both, for delivery or performance at a future date, where the salesperson offers for sale, solicits, negotiates or concludes the sale of agreement in person at a location other than at the seller's residence. Direct sales may involve direct client contact, but only to a minor extent and requires no additional employees. Direct Sales may also include an office associated with the business but is limited to a desk and telephone.

## **Professional Services (Type C) (\$100.00)**

Means a small scale business or professional office operated in a home by a person who occupies the dwelling as a private residence. A home office is limited to a desk, a telephone and related equipment, does not engage in the warehousing or sale of goods, and requires no additional employees. A home office may include but is not limited to offices of accountants, doctors, business consultants, contractors, lawyers, bookkeepers, and architects.



Most businesses operating within the Town of Slave Lake require a business license. All businesses operated within a Residential District require approval from the Planning Department or the Municipal Planning Commission.

Any Commercial or Industrial business that plans to open in a new location or moves to a new location, or an existing business that wishes to add a new service or increase the intensity of a service they already provide, will require an Occupying Space/Change in Use Development Permit prior to proceeding.



## **Bed & Breakfast (Type D) (\$200.00)**

Means a dwelling in which no more than four units (without cooking facilities) are made available for the temporary accommodation of the travelling or vacationing public. The number of approved units will depend on the availability of on-site parking. The bed & breakfast shall be operated by a person who occupies the dwelling as a private residence.

## **Other (Type E) (\$200.00)**

Means a home based business, excluding the above noted, operated in the home and may be extended to an accessory residential building provided that the minimum on-site parking requirements are met. The home based business may engage in the warehousing or storage of goods and materials, however none of the goods or materials may be stored outside. The business may involve direct client contact however is limited to one client group at a time. The number of non-resident employees working on-site shall not exceed two at any given time.

