

# DISTRICT OF STEWART

## BUSINESS LICENCE AMENDING BYLAW No.927, 2018

A BYLAW TO UPDATE THE APPLICATION FORM IN BYLAW NO. 864, 2013

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**WHEREAS** Council wishes to amend Schedule "B" by repealing Schedule "B" attached to and forming part of Bylaw No. 864, 2013 and replacing with Schedule "B" attached to and forming part of Bylaw No. 927, 2018.

**NOW, THEREFORE**, the Council of the District of Stewart, in open meeting assembled, enacts as follows:

**THAT** Schedule "B" be amended by repealing Schedule "B" attached to and forming part of Bylaw No. 864, 2013 and be replaced with Schedule "B" attached to and forming part of Bylaw No. 927, 2018.

### CITATION

1. This Bylaw shall be cited as "BUSINESS LICENCE AMENDING BYLAW NO. 927, 2018".

### SEVERANCE

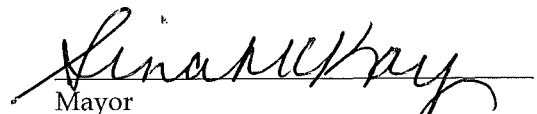
2. If a Court of competent jurisdiction declares any phrase, sentence or section of this Bylaw as being invalid, then the invalid portion shall be severed and the severance shall not affect the validity of the remainder.
3. Unless specifically provided for elsewhere in this Bylaw, this Bylaw shall come into full force upon adoption.


READ A FIRST TIME this 25<sup>th</sup> day of June, 2018.

READ A SECOND TIME this 25<sup>th</sup> day of June, 2018.

READ A THIRD TIME this 25<sup>th</sup> day of June, 2018.

ADOPTED this 9<sup>th</sup> day of July, 2018.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Corporate Officer



# Business Licence Application

Businesses operating in the District of Stewart are required to have a valid business licence. The information requested in this application is necessary to fully evaluate your request for a business licence. Completion of this form does not guarantee approval of a business licence, nor should business be commenced prior to a licence being issued.

**Application Type:** (Pick all that are applicable:)

New Licence  Non-Resident  Mobile Business  Home Based Business  Change of Owner or Address

BUSINESS OWNER INFORMATION:	PROPERTY OWNER INFORMATION:
Business Name: _____	Name of Owner (s): _____
Name of Owners: _____	Mailing Address: _____
Street Address: _____	_____
Mailing Address: _____	Phone: _____
Phone: _____ Fax: _____	Fax: _____
Email (optional): _____	Email (optional): _____
Website (optional): _____	Property Tax Roll #: _____

## GENERAL INFORMATION

To be completed for all Business Licence Applications

Description of business to be conducted: \_\_\_\_\_

Previous use of space (if different): \_\_\_\_\_

Does your business conform to the Zoning Bylaw?  Yes  No

Size of premises to be occupied: \_\_\_\_\_ (m2 / f2) \_\_\_\_\_

Does your business have off-street parking?  Yes  No (if yes, number of stalls: \_\_\_\_\_)

Is your business a Home-Based Business (HBB)?  Yes  No (if yes, read & sign Zoning Bylaw excerpt)

For HBB, will clients be coming to your home?  Yes  No (if yes, inspection required)

Is your business a Mobile Restaurant or Vendor?  Yes  No (if yes, permission from property owner required)

Is your business a Mobile Restaurant, Itinerant Show or Entertainment?  
 Yes  No (if yes, submit copy of insurance policy)

## AUTHORIZATION

Local business information is displayed on the District website under "Directory of Services". Please check the following to be shown for your business:

Business name  Phone Number  Address  website  email address:

I hereby make application for a business licence in accordance with the above-stated information and declare that the statements are true and correct. I agree, if granted a licence, to comply with all relevant bylaws now in force or which may come into force in the District of Stewart

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Your personal information is maintained in accordance with the *Freedom of Information & Protection of Privacy Act*. If you have any questions regarding the use of your personal information, please call the Director of Corporate Services for the District of Stewart at (250) 636-2251



**District of Stewart**  
**Business Licence Application – FOR OFFICIAL USE ONLY**

**VERIFICATIONS**

Property Zoning:	_____
Use Permitted?	<input type="checkbox"/> Yes: _____
	<input type="checkbox"/> No: _____

**APPROVALS**

	<b>Approval Required</b>		<b>Approval Received</b>	
Building Department	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Fire Dept. <i>(theatre, service station)</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Liquor Licensing & Control Board <i>(liquor outlet)</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Provincial Health Inspector <i>(restaurant/food)</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Copy of Owner Consent <i>(mobile vendor/restaurant)</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**LICENCE ISSUANCE**

Business Licence #: \_\_\_\_\_

Business Classification: \_\_\_\_\_

Billing Class #: \_\_\_\_\_

Licence Fee: \_\_\_\_\_

Date Payment Received: \_\_\_\_\_

APPROVED: \_\_\_\_\_  
Licence Inspector
Date
Signature