

BUSINESS LICENCE BYLAW

No. 549, 2002

A Bylaw requiring persons to hold a valid licence to carry on a business and to pay fees in respect of the said licence, as provided for in the *Local Government Act*.

The Council of the Corporation of the Village of Lytton in open meeting assembled, enacts as follows:

1. **Definitions** shall be those as in the *Local Government Act* unless the context requires otherwise.
2. **Administration and enforcement:**
 - 2.1 The responsibility for administration and enforcement is assigned to the Clerk;
 - 2.2 The Clerk shall have the power to grant, issue or transfer licences in accordance with the *Local Government Act* and as hereinafter provided;
 - 2.3 The Clerk shall have the power to require security be given as set out in the *Local Government Act*;
 - 2.4 Notwithstanding 2(a) and 2(b), the Council may:
 - (a) pass a resolution that an application for a licence be refused;
 - (b) pass a resolution that a licence not be renewed, or may revoke a licence for reasonable cause after giving notice to and providing an opportunity for the licensee to be heard;
 - (c) hear an appeal from a person refused a licence by the Clerk and may by resolution direct that a licence be issued.
3. **Application and Licence Form(s):**
 - 3.1 The application for a licence shall be in a format the same as, or similar to, Appendix "A" attached to and forming part of this bylaw and further shall be fully completed as required prior to the issuance of a licence;
 - 3.2 The Licence shall show the name of the business and type (as listed in Appendix "B" and forming a part of this bylaw), the place of operation, the licence period and the fee paid, and further shall be in a format as prescribed from time to time by the Clerk, who may require that additional information be included;
 - 3.3 An owner, or operator, of a business shall, before changing the place of operation, make application for a transfer of their current licence and all requirements as to zoning, building safety, health or other as indicated on the format contained in Appendix "A" and forming a part of this bylaw shall be in compliance prior to a transfer being granted.
4. **Fees and Licences:**
 - 4.1 Licences shall be issued on an annual basis, terminating on December 31st of each year;
 - 4.2 A separate Licence shall be required for each place in which a business may operate;

- 4.3 Fees shall be in the amounts as set out in Schedule "A" of Fees and Charges Bylaw 550, 2002, which may be amended from time to time;
- 4.4 An organization or student under the age of 16 years who sells products of any kind for charitable purposes shall not be required to obtain a Business Licence for that event;
- 4.5 No more than two (2) yard/garage sales may be held on a property within the municipality in any one calendar year unless application for a licence is made and the appropriate fee is paid.

Offence:

A person who carries on a business for which a Licence is required under this bylaw without holding a valid and subsisting licence for the business commits an offence and is punishable in accordance with the *Offence Act*.

5. **Repeal:**

Village of Lytton Business Licence Bylaw No. 444, 1994 is hereby repealed.

This Bylaw may be cited as "Village of Lytton Business Licence Bylaw No. 549, 2002".

READ A FIRST TIME this	22 nd day of July 2002.
READ A SECOND TIME this	22 nd day of July 2002.
READ A THIRD TIME this	22 nd day of July 2002.
RECONSIDERED AND ADOPTED this	12 th day of August 2002.

MAYOR

CLERK

I hereby certify that the foregoing is a true and correct copy of the Corporation of the Village of Lytton Business Licencing Bylaw No. 549, 2002.

CLERK

BUSINESS LICENCE **APPLICATION**

Village of Lytton, Bylaw 549, 2002

1. Trade Name of

Business _____

2. Legal Name (*if
different*) _____

3. Street Address (Business Location)

4. Business mailing address

5. Are renovations required _____. If yes, explain

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6. Home, business phone, e. mail

7. Products/Service Sold

8. Number of Square Feet _____, Number of employees _____, Parking spaces

9. Hours of Operation _____ am to _____ pm, _____ through

10. (*if hours not uniform, please provide details*)

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11. Have you operated a similar business before _____. If yes, please explain what,
when and where _____

12. Name/Position of Applicant

13. _____
Signature of Applicant Date

14. CONDITIONS OF APPROVAL (Sec. 19 C.C. security) (Criminal Record Check etc)

15. Business CATEGORIES _____

16. FEES PAID \$_____. Receipt issues by

17. APPROVED _____ date _____ CAO Signature _____

APPENDIX "B"

BUSINESS LICENCE CATEGORIES

1. **AMUSEMENT** - includes such businesses as a Pool Hall, Video Arcade, Bowling Alley, Licenced Lounge, Theatre, etc.
2. **CONTRACTORS** - Equipment or Other including all building trades (roofers, carpenters, electricians, plumbers, etc).
3. **PROFESSIONAL SERVICES** - includes such services as a Barber, Hairstylist, Tailor, Photographer, Bookkeeper, Shoe Repair, Fitness Centre, Insurance Broker, Real Estate or Travel Agent, Dry Cleaning and/or Laundry facilities, Bank, Restaurant etc.
4. **PROFESSIONAL PRACTICE** - Physician, Dentist, Lawyer, Land Surveyor, etc.
5. **RENTAL SERVICES** - Hotel, Motel, Apartment Units or Other such as Manufactured Home Pads where more than 2 are rented.
6. **REPAIR SERVICES** - Appliance, Equipment, Vehicle and the like when separate from Sales category.
7. **SALES** - May be combined with 1, 3, 6 above and pay one fee if operating from the same location: Door to Door or by Mail Order, Retail including Automobiles and the like (new or used), a Drugstore, Convenience Store, General Store, Hardware Store and the like including Second Hand/newly crafted goods.
8. **MOBILE VENDORS** – Flea market, garage sale and farmer’s market type of sales.