



THE CORPORATION OF THE DISTRICT OF OAK BAY  
MUNICIPAL HALL - 2167 OAK BAY AVENUE - VICTORIA, B.C. V8R 1G2  
PHONE (250) 598-3311 FAX (250) 598-9108 WWW: [www.district.oak-bay.bc.ca](http://www.district.oak-bay.bc.ca)

### INFORMATION REGARDING RESIDENTIAL BUSINESSES

[as amended by Zoning By-law 3974 - April 14, 1998]

To enable the prompt review of your application for a Residential Business License, please submit the information requested.

### **ZONING BY-LAW EXTRACT - REGULATIONS FOR RESIDENTIAL BUSINESSES**

- 4.2.8 A residential business must, where permitted, conform to the regulations of this Section.
- 4.2.8.(1) The written consent of the property owner must be obtained before a residential business may be operated from premises zoned for residential use.
- 4.2.8.(2) A maximum of two (2) residential businesses may be carried on in a single dwelling unit.
- 4.2.8.(3) No person other than a family member occupying the dwelling unit and residing on the premises and one other non-resident employee may be employed or engaged in a residential business at the premises.
- 4.2.8.(4) Notwithstanding paragraph 4.2.8.(3), if more than one residential business is being operated in a single dwelling unit, the number of non-resident employees on the premises at any one time shall nevertheless not be more than one.
- 4.2.8.(5) Except as provided in paragraph 4.2.8.(6), the premises of a residential business shall not be used to receive visitations from persons in relation to the business.
- 4.2.8.(6) The premises of a residential business may be used for supplementary school tuition or the instruction of music to not more than one student at a time.
- 4.2.8.(7) Merchandise may neither be displayed, sold or bought on the premises of a residential business.
- 4.2.8.(8) With the exception of mail delivery, a residential business shall not incur the delivery or shipment of merchandise, merchandise components, repair parts or business supplies by a commercial vehicle.
- 4.2.8.(9) A residential business shall not create noise, vibrations, smoke, vapours or electrical interference.

- 4.2.8.(10) No sign may be erected on residential premises that relate to a residential business.
- 4.2.8.(11) The operation of commercial workshops or manufacturing facilities in a residential business is prohibited.

**I have read the above regulations and am able to comply with them.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of Business

**Please answer the following questions:**

1. What type of vehicle(s) will be used in your business, if any?

\_\_\_\_\_

2. What form and size of parking space is available on your lot for the vehicle?

\_\_\_\_\_

3. What is the current use of your lands and buildings? (e.g. single family dwelling, duplex, apartment)

\_\_\_\_\_

4. Are there any other commercial activities being operated from the residence?

Yes \_\_\_\_\_

No \_\_\_\_\_

5. How many persons, including yourself, will be engaged in the business?

\_\_\_\_\_

6. Please describe how the business will be operated. How do you provide service? How do you receive and solicit your business?

\_\_\_\_\_

\_\_\_\_\_

7. What equipment, furniture, tools or other commodities will be used in the business on the premises?

\_\_\_\_\_

\_\_\_\_\_

**Should the information given above become invalid,  
you must notify the License Inspector.**