

**Town of Kippens
Home Industry/Home Business Application**

Application Number (To be Assigned by the Town): _____

Note: The development permit fees are set out in Appendix E: Fees of the Town of Kippens Development Regulations.

Section A: Applicant and Owner Information

(1) Is the Applicant the Landowner?

- ☐ Yes
☐ No

(2) Applicant information:

Legal Name: _____

Mailing Address:

Email Address: _____

Telephone Number: _____

(3) Landowner Information (only required if Applicant and Landowner are different):

Legal Name: _____

Mailing Address:

Email Address: _____

Telephone Number: _____

(4) ☐ Landowner Permission (if Applicant and Landowner are different, a signed and dated letter from the Landowner indicating that the Applicant can apply on their behalf is required)

Section B: Business Type

- ☐ Home industry (Note: Also complete 'Schedule 2: Home Business or Home Industry Form'.)
- ☐ Home business (Note: Also complete 'Schedule 2: Home Business or Home Industry Form'.)

Section C: Description of Proposed Activities

Describe your proposed activities in as much detail as possible – e.g., construction or demolition of buildings, nature of any new uses and activities within buildings or on the property, new site operations such as any non-residential activities including but not limited to serving the public, (un)loading of goods, and storage of equipment and materials.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on the right side, suggesting it's resting on a surface.

Section D: Undertaking

I hereby make application under the regulations of the Town of Kippens to develop in accordance with the information submitted, which form a part of this application. All information given by me in connection with this application is true and correct and that the work described in this application, if permitted, will be carried out in accordance with all applicable laws and regulations of the Province of Newfoundland and Labrador and the Town of Kippens.

I understand that the granting of a permit, the approval of the drawings and specifications or inspections made by the Town of Kippens shall not in any way relieve me of full responsibility of carrying out the work or having the work carried out in accordance with the Town of Kippens Development Regulations and – where the work involves building construction, expansion, or alteration – the requirements of the National Building Code of Canada.

I understand and acknowledge the conditions and limitation of applying to the issuance of a development permit.

Applicant Signature: _____

Date: _____

Schedule 2: Home Business or Home Industry Form

Note: See subsection E.2 Use Zone Regulations (Use Zone Tables) of the Town of Kippens Development Regulations to determine if a home business or home industry is an allowed use on your property.

Subsection C.3 Home Businesses and Industries sets out the types of activities that can constitute each. Each term is defined under Appendix B: Definitions.

(1) Type of home business:

- ☐ Bed and breakfast / tourist home
- ☐ Catering service
- ☐ Family child care service
- ☐ Instructional use
- ☐ Office
- ☐ Personal service shop – apparel
- ☐ Personal service shop – appearance
- ☐ Pet care services
- ☐ Craft workshop
- ☐ Printing centre
- ☐ Retail store

(2) Type of home industry:

- ☐ Automotive service establishment – small
- ☐ Equipment sales and rental – light
- ☐ Service and repair – household
- ☐ Service and repair – small engine repair
- ☐ Equipment storage (warehouse / indoor storage and outdoor storage) and servicing related to fishing and forestry uses

(3) Floor area (m²) of main residential dwelling unit: _____

(4) Where will the commercial activities be operated from and what floor area will be used for each? Check and complete all that apply. If activities are proposed within buildings, attach floor plans or sketches labelling the proposed commercial activities in each room.

- ☐ Within main building – Floor area (m²) of proposed commercial activities: _____
- ☐ Within accessory building (e.g., detached garage or shed): Floor area (m²) of proposed commercial activities: _____
- ☐ Outside

(5) Will there be any signage or advertisements on the property?

- ☐ Yes
☐ No

If yes, please describe in as much detail as possible (e.g., number and types of signs, lighting of signage)

(6) Will there be any outdoor storage or placement of goods, equipment, or refuse relating to the commercial activities?

- ☐ Yes
☐ No

If yes, please describe in as much detail as possible (e.g., anticipated types and quantities of goods, equipment, or refuse)

(7) In addition to the residents of the main residential dwelling unit, will offsite employees be commuting to and from the home business or industry?

- ☐ Yes – Anticipated number of employees: ____
☐ No – Only the residents of the main residential dwelling unit will be employed.

(8) What are the anticipated hours of operation for the commercial activities?

(9) Will the commercial activities require any parking or (un)loading?

☐ Yes

☐ No

If yes, please describe the provision of parking or (un)loading in as much detail as possible (e.g., existing and proposed new off-street parking spaces, size of delivery vehicles, hours and frequency of delivery, etc.).

(10) Will the commercial activities involve any food preparation or food products?

Note: Any proposal involving food preparation or food products is subject to the inspection and approval by Service NL. The Town of Kippens may require evidence of any required provincial permit prior to issuing a development permit for a home business.

☐ Yes

☐ No

If yes, please describe the proposed activities in as much detail as possible.
