

WELCOME

To the City of Maple Ridge Home Based Business Update Open House



Thank you for attending this Open House. At today's event you can:

- **Explore the boards:** There are 10 boards and we encourage you to review them all to learn more about the proposed Home Based Business Update.
- **Ask questions:** City Staff and members of the Home Based Business Task Force are here tonight to answer any questions you may have.
- **Fill out a survey!** Paper surveys are available today. They are also available online at www.mapleridge.ca/1137.
- **Sign-up** for the Home Based Business E-Newsletter.
- **Set-up** a time for a Coffee Chat with City Staff.

Already a home based business owner or know that you plan to operate a home based business?

Attend the Home Based Business Networking Event on
September 22, 2017
hosted by the Home Based Business Task Force.

Interested in having a City Staff Member present on the Home Based Business Update at your local business event?

Let a City Staff Member know!

Home Based Business Update

WHAT IS A HOME BASED BUSINESS?

Home based businesses are where a resident or home owner carries on a commercial enterprise in their home.

WHY ARE WE HERE?

Your City Council wants to hear from you about the proposed changes to the home based business regulations.

WHY UPDATE THE HOME BASED BUSINESS ZONING REGULATIONS?

- The City is implementing a *Commercial & Industrial Strategy* recommendation.
- Recognizing that there will be changes to the way we work over the next 30 years, the City wants to modernize the regulations to provide greater opportunities for home based businesses in Maple Ridge.

WHAT DO THE UPDATES COVER?

A number of new directions are being proposed which include expanding:

- How lot size relates to home based business size;
- The number of employees allowed at a home based business;
- The number of daily visits that can be accommodated as a home based business; and
- The type of activities permitted.

Please see boards 4 through 9 for more information.

**DON'T FORGET
TO FILL OUT A SURVEY!**

Surveys are available today
in print or online.

**Fill out a survey by
September 29, 2017
for a chance to win a
sweepstakes prize!**

Details available online
www.mapleridge.ca/1137



Home Based Business in Maple Ridge

HOME BASED BUSINESSES ARE AN IMPORTANT PART OF OUR ECONOMY

- There are approximately 1,500 licensed home based businesses in Maple Ridge.
- They account for roughly 33% of all business licences issued by the City.
- Home based businesses represent close to 3,000 people who either own or who are employed by a licensed home based business.



MOST COMMON TYPES OF HOME BASED BUSINESSES IN MAPLE RIDGE



HOME BASED BUSINESSES AFFECT A NEIGHBOURHOOD

- Common issues associated with home based businesses in Maple Ridge include outdoor storage, traffic, parking and noise.
- A key focus of the proposed update is to balance residential character with economic opportunities for residents wishing to operate small scale businesses.
- The intention of the proposed update is to have regulations flexible enough to accommodate changing business needs while respecting the residential feel of the neighbourhood.



MAPLE RIDGE + METRO VANCOUVER

- According to the City's *Commercial & Industrial Strategy*, Maple Ridge residents have one of the longest average commutes in the Metro Vancouver region.
- Approximately 35% of current residents work in Maple Ridge.
- Home based businesses offer an opportunity to allow more residents to work from home.

HOME BASED BUSINESS TYPES TO SEE FUTURE GROWTH IN MAPLE RIDGE



General Regulations

HOW TO ENSURE MY HOME BASED BUSINESS WILL NOT DISTURB MY NEIGHBOURS?

The Home Based Business Update proposes a number of requirements:

Be entirely contained within a dwelling unit or accessory building.

Not involve unenclosed outdoor storage.

Not involve the salvage, repair or maintenance of motor vehicles (including their engines or parts).

Not involve activities that emit odors, noxious or toxic matter.

Not involve activities that result in traffic congestion.

Not involve the use of equipment that is not ordinarily found in the home for household, office or hobby purposes.

Not involve orchestra and band training or public assembly uses.

Be permitted 1 sign but otherwise there should be no external indication that the building is being used for a non-residential purpose.

Comply with other City Bylaws, including but not limited to, the Noise Control Bylaw and the Animal Control & Licensing Bylaw.



Location & Size

WHERE CAN I OPERATE MY HOME BASED BUSINESS?

- Currently, home based businesses are only permitted to operate from a dwelling unit.
 - Suburban, Rural and Agricultural (RS-2, RS-3 and A) zones are currently permitted a home based business in an accessory building.
- The proposed update would permit a home based business to take place in **both** the main dwelling unit that makes up the home as well as in a secondary suite or detached garden suite **and** in an accessory building in all residential zones.
- A home based business can continue to operate in a multi-family unit (e.g. apartment or townhouse).



HOW MUCH SPACE CAN MY HOME BASED BUSINESS USE?

- Today, home based businesses are permitted up to 20% of the residential floor area, up to 50m² or 538 sq ft.
- The proposed update would allow a home based business:
 - On smaller lots (multi-family units and single family lots less than 1,200 m² or 0.3 acres) up to 30% of the gross floor area to a maximum of 50m² or 538 sq ft.
also called Type 1 Home Based Businesses
 - On larger lots (single family lots over 1,200m² or 0.3 acres) up to 45% of the gross floor area, to a maximum of 100m² or 1,076 sq ft.
also called Type 2 Home Based Businesses
- Each dwelling unit on a lot is entitled to the same amount of space for a home based business.
- Family Daycares (8 or less children in care) which are licensed under the *Community Care and Assisted Living Act* are exempt from these size limitations.

WHAT DO THOSE TERMS MEAN?

Dwelling Unit: one or more rooms used for the residential accommodation of a family.

Secondary Suite: a dwelling unit contained within the same building as the one family residential unit.

Detached Garden Suite: a detached self-contained dwelling unit in the rear yard (also known as a laneway or carriage house).

Accessory Building: a building or structure incidental to the principal one family dwelling unit such as a detached garage, shed, boat house, pool house, etc.

Gross Floor Area: the total area of all the floors of all dwelling unit's on a lot.



Daily Visits

HOW MANY CLIENT VISITS CAN I HAVE PER DAY?

- Today, a home based business cannot receive daily visits by clients. The one exception is for Tutoring & Lessons which allows six people per day up to two sessions per day.
- With the intent of creating greater flexibility for home based businesses, the proposed update would allow daily visits by clients, by appointment, for all permitted home based business uses:
 - Up to 10 clients per day for Type 1 Home Based Businesses
 - Up to 16 clients per day for Type 2 Home Based Businesses
- Appointments are recognized as opportunities to provide services, commission work, or to take possession of previously purchased materials.

HOW MANY CLIENTS CAN I HAVE AT ONE TIME?

- The proposed update would allow a home based business:
 - Up to 5 clients at any one time for Type 1 Home Based Businesses*
 - Up to 8 clients at any one time for Type 2 Home Based Businesses*

** Subject to the daily client visit limit.*

HOW MANY EMPLOYEES CAN I HAVE?

- Currently, home based businesses are allowed one employee.
- The proposed update would allow a home based business:
 - Up to 2 employees for Type 1 Home Based Businesses*
 - Up to 3 employees for Type 2 Home Based Businesses*

** Subject to parking requirements*

WHAT ARE MY PARKING REQUIREMENTS?

- All employee parking must be provided on-site.



TYPE 1 & 2 HOME BASED BUSINESSES

You may notice the reference to 'Type 1' and 'Type 2':

- Type 1 includes home based businesses on single family lots less than 1,200m² (0.3 acres) as well as multi-family units.
- Type 2 includes home based businesses on single family lots over 1,200m² (0.3 acres).
- Only includes lots within a Residential zone.



MAPLE RIDGE

British Columbia

Types of Activities

PERMITTED USES

The Home Based Business Update proposes that the following types of activities be permitted as home based business uses:

Health Services

- Allows health professionals that are subject to a College or Association that has been delegated the authority, under provincial legislation, to govern the practice of their members.
- Includes chiropractors, registered massage therapists (RMTs), physicians, traditional Chinese medicine practitioners, amongst others.



Personal Services

- Includes services involving hair, skin, nails and personal wellness.
- Body modification services (e.g. tattooing, piercing and microblading) would not be permitted as a home based business.
- Requires an initial inspection by Fraser Health at the home bases business address.

Animal Services

- Permits dog walking, pet sitting, training, animal spas and therapy services.
- Mobile-based operations permitted for Type 1 and Type 2. On-site operations only permitted for Type 2 Home Based Businesses.
- Commercial kennels, breeding, dog boarding and dog daycares would not be permitted as a home based business use.



Types of Activities

PERMITTED USES

The Home Based Business Update proposes that the following types of activities be permitted as home based business uses:

Office and Business Services

- Includes business support services, such as administrative and office functions.

Professional Services

- Covers professionals where the member is required to be licensed or certified by a self-regulating professional authority.
- Includes accountants, architects, engineers, financial consultants, lawyers, notary publics, planners, and real estate agents, amongst others.



Home Craft

- Covers the small scale production of goods, including art, photography, jewelry, food*, bath & beauty products, clothing, and toys.

Tutoring & Lessons

- Includes academic tutoring and music lessons.
- Expanded interpretation would include non-academic uses, such as yoga.

Sales

- Permit off-site, online and mobile-based sales but does not include general retail sales.

Family Daycares

- Includes daycares with 8 or less children in care*.

* Subject to Fraser Health Regulations & Inspection

Additional Home Based Businesses



TYPE 3 HOME BASED BUSINESS

- There may be opportunities on properties 1 acre or larger to accommodate additional uses that are not permitted under the other two proposed categories of home based businesses. These would be **called Type 3 Home Based Businesses**
- Possible Type 3 uses include:
 - Retreats - Spa or Yoga services
 - Agri-Tourism - Farm Cycle Tours or Farm-to-Table opportunities
 - Small Events & Celebrations - Intimate Wedding or Private Chapel Services
 - Outdoor Tourism - Recreational opportunities
 - Drop-in Retail - Artisanal and Antique sales
 - Interested in others? Let us know by filling out a survey!
- Two possible ways of permitting a Type 3 Home Based Business:
 - As an outright use; or
 - Require the property to be rezoned.



OUTRIGHT USE

- A Type 3 Home Based Business use would be permitted on every residential lot 1 acre or more.
- No opportunity for public comment would be provided.
- A regular business licence would be required, as it is with the other types of home based businesses.



REZONING

- Require a rezoning to permit Type 3 Home Based Businesses to operate from the home.
- Require interested business operators and/or land owners to go through the rezoning process, which includes a public hearing.
- If approved, a business licence could then be issued, subject to other necessary approvals.



Share your thoughts on the proposed Type 3 Home Based Business by filling out a survey!

Summary of the Proposed Changes

WHAT DO YOU THINK?

The proposed home based business zoning updates are summarized below identifying where expanded regulations have been introduced.

General Regulations

PARAMETER	CURRENT REGULATIONS	REGULATION OPTIONS		EXPANDED REGULATIONS
		TYPE 1 (UNDER 1,200 M ²)	TYPE 2 (OVER 1,200 M ²)	
Location	Per Dwelling Unit	Per Dwelling Unit & Accessory Building	Per Dwelling Unit & Accessory Building	✓
Size (based on gross floor area)	20% up to 50m ² (538 ft ²)	30% up to 50m ² (538 ft ²)	45% up to 100m ² (1,076 ft ²)	✓
Daily Visits	Not Permitted	10 clients per day (by appointment)	16 clients per day (by appointment)	✓
Group Sessions	Restricted to <i>Tutoring & Lessons</i> ; capped at 2 sessions; maximum of 6 clients per day	Capped at 5 clients at one-time; maximum of 10 clients per day	Capped at 8 clients at one-time; maximum of 16 clients per day	✓
Employees	1	2 subject to on-site parking	3 subject to on-site parking	✓
Signage	1	1	1	Same

Permitted Uses

PARAMETER	CURRENT REGULATIONS	TYPE 1 (UNDER 1,200 M ²)	TYPE 2 (OVER 1,200 M ²)	EXPANDED REGULATIONS
Office	Permitted, limited	Permitted	Permitted	✓
Business Services	Permitted	Permitted	Permitted	✓
Professional Services	Permitted, limited	Permitted	Permitted	✓
Health Services	Not Permitted	Permitted	Permitted	✓
Personal Services	Permitted, limited	Permitted	Permitted	✓
Animal Services	Permitted, limited	Permitted, limited	Permitted	✓
Homecraft	Permitted, limited	Permitted	Permitted	✓
Tutoring & Lessons	Permitted	Permitted	Permitted	✓
Sales	Not Permitted	Permitted, restricted	Permitted, restricted	✓



THANK YOU

For taking the time to look over the proposed updates to the home based business regulations.



WE WANT TO HEAR FROM YOU!

Please take the opportunity to provide your thoughts and comments through our survey available today or online at:

WWW.MAPLERIDGE.CA/1137

Survey closes September 29, 2017

STAY IN TOUCH

P: (604) 467-7493

W: www.mapleridge.ca/1137

E: employmentlands@mapleridge.ca



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