

### What is a Home-Based Business?

A home-based business is an occupation conducted for profit or gain entirely within a *dwelling unit*. In the Town of Orangeville, home-based businesses are known as "home occupations". The Town's Zoning By-law classifies home occupations into Class A, B or C categories, each of which are permitted in certain types of dwellings and must comply with specific criteria.

#### **Home Occupation - Class A – permitted in all dwelling types and in accessory buildings:**

- business and professional offices (other than that of a medical, dental or chiropractic practitioner or veterinarian)
- an artist's studio for the production of arts, crafts, film arts or other similar works (but not including an audio recording studio)
- light assembly and associated retail/distribution (hobby or craft businesses)
- a teacher, other than a music teacher, a tutor, or fitness trainer
- a dressmaker, tailor, or seamstress
- food preparation for public consumption, in compliance with Public Health regulations

#### **Home Occupation – Class B – permitted in semi-detached dwellings, single detached dwellings, and in accessory buildings:**

- office of a medical, dental or chiropractic practitioner or veterinarian.
- hairdresser, beautician, barber, massage therapist, reflexologist or dietician.
- repair of small appliances and mechanical equipment; and,
- a bed and breakfast establishment



#### **Home Occupation – Class C - permitted only in single detached dwellings:**

- a music teacher.
- private-home daycare not to exceed five (5) children; and,
- an audio recording studio.

All permitted home occupations must also comply with the requirements of the Ontario Building Code Act and the Fire Marshall's Act (*By-law 50-94*).

Contact the Planning Department at 519-941-0440 Ext. 2228 or [planning@orangeville.ca](mailto:planning@orangeville.ca) if you have any questions about whether your business can be operated from your home.

**Table 1: Types of home-based businesses permitted in different dwelling types.**

Home-based Business	<b>Multiple Residential</b> (i.e. townhouse, apartment) 	<b>Semi-detached</b> 	<b>Single detached</b> 	<b>Accessory Buildings</b> 
<b>Class A:</b>				
Business and professional offices, <b>excluding</b> an office of a medical, dental, chiropractic or veterinary practitioner	✓	✓	✓	✓
Artist's studio for the production of arts, crafts, film arts but not including an audio recording studio	✓	✓	✓	✓
Light assembly and distribution	✓	✓	✓	✓
Teacher (except a music teacher), tutor, fitness instructor	✓	✓	✓	✓
Dressmaker, tailor, or seamstress	✓	✓	✓	✓
Food preparation	✓	✓	✓	✓
<b>Class B:</b>				
An office of a medical, dental,		✓	✓	✓

chiropractic or veterinary practitioner				
Barber, hairdresser, beautician, dietician, massage therapist or reflexologist		✓	✓	✓
Repair of small appliances and mechanical equipment		✓	✓	✓
Bed and breakfast		✓	✓	✓
<b>Class C:</b>				
A music teacher			✓	
Private-home daycare for a maximum of five (5) children			✓	
Audio recording studio			✓	

Note: Retail sales are not permitted from any home occupation.

## General Regulations / Frequently Asked Questions:

### Is there a maximum size that my home-based business can be?

The floor area for a home-based business is limited to a maximum 40 m<sup>2</sup> or maximum 30% of the floor area of the dwelling, whichever is lesser. A bed and breakfast establishment may exceed these floor area limitations; however, the maximum number of guest bedrooms is three. The home occupation is to be secondary to the main residential use.

### Can I operate my home-based business out of my garage or shed?

Class A and B home occupations are permitted in accessory buildings.

### Can I store materials on the property or display items for sale on my lawn?

No. External storage, exposure, advertising, or display of goods is prohibited.

### Can I advertise my business?

External display or advertising is not permitted, except in accordance with the Town's Sign By-law. According to the By-law, a non-illuminated wall sign with a maximum area of 0.2 m<sup>2</sup> identifying the building, occupants, or the home occupation is permitted. A sign permit and fee payment are required. Sign Permits: [www.orangeville.ca/en/town-hall/sign-permits.aspx](http://www.orangeville.ca/en/town-hall/sign-permits.aspx)

### **What about noise?**

No mechanical equipment which would cause a nuisance through noise, vibration or interference with television or radio reception may be used.

### **How many employees can I hire?**

A maximum of one employee who is not a resident of the dwelling may be permitted on the premises at any time.

### **Am I allowed to operate more than one home occupation in my home?**

One home occupation is permitted per dwelling unit.

### **Do I need to provide additional parking on my property for my employees and customers?**

The minimum parking requirement for all home occupations other than a bed and breakfast establishment is one parking space for any non-resident employee, plus one space for any home occupation involving personal services. A bed and breakfast must provide one parking space for each guest bedroom. A parking space is at least 2.7 m by 5.5 m in size and must have unobstructed access to a street by a driveway.

### **What approvals do I need from the Town of Orangeville before opening my home-based business?**

The Town of Orangeville does not require a municipal licence to operate a home-based business. However, the provisions in the Town's Zoning By-law and other applicable by-laws must be followed.

### **I want to renovate my home to accommodate my home-based business. Do I need to get a building permit?**

If you are considering any construction or alteration to the home, such as making structural changes, finishing your basement, creating a new access, or installing plumbing for sinks or washrooms, you will require a building permit. Contact the Building Division 519-941-0440 Ext. 2228 or [building@orangeville.ca](mailto:building@orangeville.ca) for more information.

### **I want to start a food business to sell to the public. What approvals do I need?**

Food prepared for public consumption requires a kitchen that is entirely independent from the home kitchen. This kitchen will be inspected as per the Ontario Food Premises Regulation 493/17, by a Public Health Inspector.

Visit **Wellington-Dufferin-Guelph Public Health** for more information.

180 Broadway, Orangeville, ON L9W 1K3

Call 1-800-265-7293 ext. 4753

[www.wdgpulichealth.ca/blog/so-you-want-start-food-business](http://www.wdgpulichealth.ca/blog/so-you-want-start-food-business)

[www.wdgpulichealth.ca/](http://www.wdgpulichealth.ca/)

## Need more information?

Before starting a home-based business there are a few things you should consider. Visit the [Federal Economic Development Agency for Southern Ontario](#) to review the advantages and disadvantages of operating a home-based business.

The Town of Orangeville [Zoning By-law](#), with Home Occupation Regulations is available on the Town's website. If you have any inquiries about establishing a home occupation on your property, contact the Planning Division at 519-941-0440 Ext. 2228 or [planning@orangeville.ca](mailto:planning@orangeville.ca).

Building Permit information can be found on our [website](#) or contact the Building Division at 519-941-0440 Ext. 2228 or [building@orangeville.ca](mailto:building@orangeville.ca).

Sign By-law information and Sign Permit Applications can be found on our [website](#), or contact By-law for more information: [bylaw@orangeville.ca](mailto:bylaw@orangeville.ca)

Business Licencing information is available on our [website](#), or contact the Clerk's Division at 519-941-0440 Ext. 2239 or email [clerks@orangeville.ca](mailto:clerks@orangeville.ca).

## Business Support Services

### **Orangeville Economic Development/Orangeville & Area Small Business Enterprise Centre**

200 Lakeview Court, Upper Level, Orangeville, ON L9W 5J7

Telephone: 519-941-0440 Ext. 2286

Email: [sbec@orangeville.ca](mailto:sbec@orangeville.ca)

Web: [www.orangeville.ca/sbec/](http://www.orangeville.ca/sbec/)

### **Community Futures South Georgian Bay**

105 Hurontario Street, P.O. Box 74, Collingwood, ON L9Y 3Z4

Telephone: 1-877-876-7908

Email: [info@cfsouthgeorgianbay.ca](mailto:info@cfsouthgeorgianbay.ca)

Web: [www.cfsouthgeorgianbay.ca/](http://www.cfsouthgeorgianbay.ca/)

### **Dufferin Board of Trade**

246372 Hockley Road, Mono, ON L9W 6K4

Telephone: 519-941-0490

Email: [office@dufferinbot.ca](mailto:office@dufferinbot.ca)

Web: [www.dufferinbot.ca/](http://www.dufferinbot.ca/)