

Town of Maple Creek – Business License Renewal Form

PLEASE PRINT



Please check what is applicable	<input type="checkbox"/> Local Business <input type="checkbox"/> Non-Local	<input type="checkbox"/> Store-Front Business <input type="checkbox"/> Direct Seller	<input type="checkbox"/> Change of Location <input type="checkbox"/> Renewal
	<input type="checkbox"/> Year	<input type="checkbox"/> Season (6 month period) Start: _____ End: _____	<input type="checkbox"/> Day Date: _____
Applicant's Name: _____			
Name under which the business operates: _____			
Business Physical Address: _____			
Please indicate if you are the: Owner <input type="checkbox"/> Tenant <input type="checkbox"/> of the property			
If you do not own the property, have you provided a letter of consent from the property owner or property manager? (Home-based only: This application will not be accepted if letter is not provided)			<input type="checkbox"/> Yes <input type="checkbox"/> No
Applicants Mailing Address: _____			

Phone Number _____ Fax Number _____ Cell Number _____ Email Address _____			
Please Initial			
____ Licenses are valid for one (1) calendar year, expiring on December 31 of each year, unless otherwise noted			
____ Cancellation of your license or closing of your business requires written notification within ten days of closing			
____ I have read and understand Zoning Bylaw NO 2010-MC-02 Section 4.4.3. Home-Based regulations			
Documents Check: <input type="checkbox"/> Property Owner's Consent <input type="checkbox"/> Applicable Required Documents			
Town Of Maple Creek Online Directory Listing			
<i>Must be completed: I/We authorize the information below to be posted on the Town of Maple Creek website:</i>			
Yes <input type="checkbox"/> No <input type="checkbox"/>			
Business name: _____			
Business Address: _____			
Phone: _____ Fax Number: _____ Cell: _____			
Business Hours: _____			
Contact Name(s): _____			
Existing Web Site Address(es) to be linked to: (Social media, Facebook, Linked in, Instagram, etc.) _____			
Business Email: _____			
POINT FORM DESCRIPTION – Max. 10 Points (Example: Products/Services Offered)			
I hereby certify that the information contained in this application is complete and true and I agree to commence business operations only after payment of the applicable license fee is made to the Town of Maple Creek and a license has been approved by the authority having jurisdiction. Once a business license has been issued, I agree to abide by the regulations set out in the <i>Business Licensing Bylaw NO. 2021-MC-13 as well as the Maple Creek Zoning Bylaw NO. 2010-MC-02.</i> Dated at the Town of Maple Creek, in the Province of Saskatchewan on:			
_____ Signature of Applicant		_____ Signature of Admin Staff	
Office Use Only:	Business License Number:	Receipt Number:	
	Fee as per Schedule B:		



Town of Maple Creek

Home Occupations

The application will be reviewed to ensure compliance with the Zoning Bylaw.

General Regulations (Section 4.4.3 of the Zoning Bylaw)

1. Where a home occupation is allowed as a discretionary use in a district, the home occupation:
 - a. Shall clearly be a secondary use of the lot;
 - b. Shall be conducted within the main building on the lot;
 - c. Shall be conducted by at least one of the residents of a dwelling unit located on the same lot;
 - d. Shall not create noise, vibration, odour, dust, glare or radiation;
 - e. Shall not involve the outdoor storage or outdoor display of materials or finished product;
 - f. If involving instructional activity, shall not be occupied by more than 4 students at any one time for such an activity; and
 - g. Shall not require receipt or delivery of merchandise, goods or equipment by other than a passenger motor vehicle or by parcel or letter carrier mail service using motor vehicle typically employed in residential deliveries;
 - h. Shall not cause a variation in the residential character and appearance of the dwelling, accessory residential building, or property; except for permitted signs;
 - i. No more than 25% of the gross floor area of the principal building, and 50% of the gross floor area of an accessory building shall be used for the home based business;
 - j. A permit issued for the home based business shall be subject to the condition that the permit may be revoked at any time if, in the opinion of the Council, the conditions under which the permit was originally issued are no longer met. Where a permit is revoked the use shall cease immediately.