



COUNCIL REPORT

Report Date: April 28, 2023
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VanRIMS No.: 08-2000-20
Meeting Date: May 10, 2023
[Submit comments to Council](#)

TO: Standing Committee on City Finance and Services
FROM: General Manager, Development, Buildings and Licensing (DBL)
SUBJECT: Streamlining of Business Licence Types and Updates to Related By-Laws

Recommendations

- A. THAT Council approve the streamlining of business licence types, as described in this report and shown in Appendix A.
- B. THAT Council approve, in principle, additional amendments and housekeeping amendments to the License By-law and Business Premises Regulation of Hours By-law, generally in accordance with the by-laws attached in Appendices B and C.
- C. THAT Council instruct the Director of Legal Services to bring forward for enactment the proposed amendments to the License By-law and Business Premises Regulation of Hours By-law, generally in accordance with the by-laws attached in Appendices B and C, to come into effect on April 1, 2024.
- D. THAT subject to approval of the proposed business licence categories in Recommendation A, Council instruct staff to report back at the end of Q3 2023 with recommendations on the 2024 business licence fees.

Purpose and Executive Summary

This report provides recommendations to streamline business licence types and other updates to the License By-law and Business Premises Regulation of Hours By-law. These recommendations are the results from the first phase of the Business Licence Review (BLR) project, which is a comprehensive review and modernization of the City's business licensing regulations and processes. To help ground the BLR project, staff have developed a Policy Framework, attached in Appendix D, which lays out the value proposition, principles and intended outcomes underpinning the City's approach to business licensing.

To facilitate the City's transition to online licensing applications and reduce overall processing times, staff are recommending that the existing number of business licence types (currently 570)

be reduced to 88 types. Streamlining of licence types, along with updated definitions and modernized terminology, will increase clarity for local businesses, improve data analysis for staff and external researchers, and better future proof the License By-law to enable new and evolving business types. Subject to Council approval, implementation of the new streamlined licence types will begin on April 1, 2024 with all new licence applications, while all existing licences will be renewed under their new type in 2025. This timeline ensures a smooth transition by enabling the development and testing of necessary changes to the licensing system, training of staff and the communication of new licence types to businesses.

Reducing the number of licence types also streamlines the business licence fee structure. Per Council direction from the 2023 Operating Budget, staff will report back in September 2023 with options and recommendations for increases to business licence fees for 2024. Should Council approve the new streamlined categories, the report back in September 2023 will include the recommended licence fee schedule for both the existing and new licence types.

Finally, the report will outline the work areas for future phases of the BLR project, including alignment with Council priorities on reconciliation and equity.

Council Authority/Previous Decisions

[Section 272](#) of the *Vancouver Charter* authorizes Council to make by-laws and set fees for the licensing of any business, trade, profession or other occupation.

On [June 28, 2016](#), Council approved amendments to the License By-law that rationalized the business licence categories and fees. This amendment was not enacted and implemented due to [technological challenges](#) connected with the City's licensing system at that time.

On [March 31, 2021](#), Council approved the motion "Calling for a Plan to Clear Vancouver's Permit and Licence Backlog and Revamp this Critical City Service."

On [February 28, 2023](#), Council directed staff to provide options for increasing business licence fees in 2024.

City Manager's Comments

The City Manager concurs with the foregoing recommendations.

Context and Background

Vancouver's business licensing regulations are largely contained in the License By-law and Vehicles for Hire By-law. All businesses operating in the city are required to obtain a municipal business licence. In 2022, the City issued nearly 53,000 business licences and generated \$20.6 million in licence fee revenue. Around 85% of licence applications are considered simple and can generally be issued within the same day they are processed. The remaining 15% are more complex and lengthy due to heightened health, safety and nuisance concerns that require permits and clearances from other City departments, the Vancouver Police Department (VPD), Vancouver Coastal Health and/or the provincial Liquor and Cannabis Regulation Branch.

Enacted in 1969 and 1986 respectively, the License By-law and Vehicles for Hire By-law have become overly unwieldy from years of incremental updates, resulting in nearly 600 different licence types, including for obsolete businesses such as teenage discotheques and pen pal services. The large number of licence types, which is significantly more than other cities in

British Columbia and Canada, creates confusion for local businesses, complicates economic data analysis, and does not address new and emerging business types. Other issues with the by-laws include:

- a) *Antiquated regulations that are difficult to enforce* (e.g. no profane, blasphemous, or obscene language in games rooms);
- b) *By-law language that may be discriminatory* (e.g. the requirement for only male and female washrooms in vehicle for hire offices);
- c) *Regulations that duplicate or contradict other City by-laws as well as provincial and federal legislation* (e.g. different definitions between the License By-law and Zoning and Development By-law); and
- d) *Patchwork approach to licence fee setting* (e.g. 52 different licence fee levels).

Staff at DBL are undertaking a multi-phase Business Licence Review (BLR) project to comprehensively review and modernize the City's business licensing by-laws. Staff have developed a Policy Framework, attached in Appendix D, to guide the development, administration and evaluation of business licensing regulations and procedures, which will include the incorporation of a reconciliation and equity lens.

The BLR project also benefits from and complements completed and ongoing improvements to the City's permitting and licensing processes. This includes Council approved changes in [September 2021](#) to remove the requirement for a Development Permit when changing between five common land uses, and the development of a new [digital business licence application stream](#), which was launched in February 2023, starting with home-based businesses. These changes, along with ongoing efforts to improve timelines for applications in progress, have reduced the average wait times for processing licence applications from 16 weeks to five days.

Discussion

Licence types

In line with the BLR project's guiding principle of improving the client experience for local businesses, staff have focused on the streamlining of licence types in the License By-law for the first phase of the BLR project. This will have tangible benefits for local businesses by enabling the full transition to digital licence applications and further reducing wait times. Streamlining licence types will also:

- Reduce the number of licence types to be comparable with other cities;
- Group similar business activities that require two or more different licences into a single licence type, reducing the need for multiple licences by businesses;
- Rationalize applications processes and reduce red tape with a risk-informed lens to further reduce processing times while mitigating any health or safety risks;
- Modernize the name and definition of licence types to reflect current and evolving business practices;
- Improve regulatory alignment with other City by-laws; and

- Improve quality of data for more effective economic analysis by aligning, where possible, with the North American Industry Classification System (NAICS). This is an industry classification list maintained and used by governments of different levels and researchers in Canada, Mexico and the United States.

Staff are recommending a reduction in the number of licence types from 570 to 88. The categories are grouped into 22 main categories that correspond to major economic areas, such as retail and manufacturing. This method of grouping related business types will better facilitate economic research for both staff and external researchers as the City's licensing data is published in Open Data. The complete list of licence types is attached in Appendix A.

Streamlining of licence types was achieved by amalgamating licence types of similar activities and eliminating outdated ones such as pen pal services. Staff worked closely with other City departments, the Vancouver Economic Commission and the VPD to address potential unintended consequences, including the potential for data loss, from the reduction of categories. Note the City's licensing IT system, AMANDA, allows staff to retain more granular information on licence subtypes without having to create new licence types in which to capture the information. This means staff will continue to have access to granular data on business types with heightened safety, health or nuisance concerns, as well as to understand socio-economic trends in research areas of interests, including food security and the circular economy.

Figure 2 below provides an illustration of the methodology and benefits of streamlining types. Twenty-five related existing licence types in the construction industry are proposed to be amalgamated into one General Contractor licence type. Existing businesses with one or more licences will only have to pay one licence fee, allowing for potential cost savings. This proposal will further reduce red tape by enabling existing General Contractor-type businesses to grow and offer new services without the need to obtain additional licences.

Figure 1: Rationalization of General Contractor-type licence types

CURRENT	PROPOSED																										
<i>25 different licence types and fees</i>	<i>1 licence type and fee</i>																										
<table border="1"> <tbody> <tr><td>Contractor – Framing</td><td>\$207</td></tr> <tr><td>Contractor – Flooring</td><td>\$207</td></tr> <tr><td>Contractor – Stucco</td><td>\$207</td></tr> <tr><td>Contractor – Insulation</td><td>\$207</td></tr> <tr><td>Contractor – Air Conditioning</td><td>\$207</td></tr> <tr><td>Contractor – Tiler</td><td>\$207</td></tr> <tr><td>Contractor – Irrigation</td><td>\$207</td></tr> <tr><td>Roofer – Residential Building</td><td>\$207</td></tr> <tr><td>Roofer – Commercial Building</td><td>\$207</td></tr> <tr><td>Painter</td><td>\$171</td></tr> <tr><td>Landscape Gardener</td><td>\$171</td></tr> <tr><td>Plant/tree Removal</td><td>\$171</td></tr> <tr><td colspan="2">+ 13 other related licence types</td></tr> </tbody> </table>	Contractor – Framing	\$207	Contractor – Flooring	\$207	Contractor – Stucco	\$207	Contractor – Insulation	\$207	Contractor – Air Conditioning	\$207	Contractor – Tiler	\$207	Contractor – Irrigation	\$207	Roofer – Residential Building	\$207	Roofer – Commercial Building	\$207	Painter	\$171	Landscape Gardener	\$171	Plant/tree Removal	\$171	+ 13 other related licence types		<div style="display: flex; align-items: center; justify-content: center;"> <div style="margin-right: 20px;">➔</div> <div style="text-align: left;"> <p>General Contractor</p> <p style="text-align: right;">One fee <i>(to be decided in September report back)</i></p> </div> </div>
Contractor – Framing	\$207																										
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Implementation

If Council accepts the recommended streamlining of licence types, staff will launch the new categories on April 1, 2024, starting with new licence applications. As all business licences expire on December 31, staff will renew current business licences under their existing type in 2024, and then renew them under the new streamlined type in 2025.

Implementation of the new licence types is staggered in order to allow adequate time for staff to properly develop and test changes to the City's licensing system, train frontline licensing staff, and communicate the new licence type to licensing clients.

Licence fees

In the second half of every year, staff usually prepare an administrative report that recommends an annual adjustment to licence fees to ensure licence fee revenue is consistent with increases to City costs. In addition, Council directed staff on February 28, 2023 to provide options for increasing licence fee levels for 2024.

Reducing the number of licence types will entail a harmonization of the licence fee structure, and as previously indicated, remove the requirement for some businesses to hold multiple licences. Preliminary financial analysis conducted by staff shows that this will not result in revenue loss for the City. To ensure increases in licence fees align with Council's direction from the 2023 Operating Budget while not overly burdening businesses, careful financial analysis and consideration is required by staff.

Subject to Council approval of the streamlined categories and aligned with staff's proposed implementation timeline, staff will report back in September 2023 with the 2024 licence fees.

By-law amendments

Staff are recommending amendments to the License By-law, attached in Appendix B, to:

- Include new definitions for the streamlined licence types with modernized terminology and remove definitions of old licence types;
- Update, re-name and re-number affected regulatory sections in the By-law;
- Delete repealed sections to cleanup the By-law;
- Amend the spelling of "license" when used as a noun throughout the By-law to "licence" in accordance with standard Canadian English; and
- Update Section 28 License By-law, which prohibits discrimination by licence holders in the selling, furnishing or supply of any goods, service or accommodation to a person on the basis of their personal characteristics with the protected grounds enumerated in the *BC Human Rights Code*.

Amending the categories in the License By-law will require amendments to affected licence types in the Business Premises Regulation of Hours By-law, attached in Appendix C. If approved by Council, both by-law amendments will come into affect on April 1, 2024 to align with the implementation timeline of the new licence types.

Next steps of the Business Licence Review

The first phase of the BLR project is focused on the streamlining of licence types and fees. Other immediate priorities for staff are process improvements, such as finalizing the development of an online application tool and finding further efficiencies in the licence approval process that strikes an appropriate balance between expediency and addressing health and safety risks from certain business types and locations.

For the next phases of the BLR, staff will focus on changes to licensing regulations, including:

- Review vehicle for hire categories and regulations in the Vehicles for Hire By-law;
- Collaborate with the Musqueam Indian Band and the Squamish and Tsleil-Waututh First Nations to review the License By-law and Vehicles for Hire By-law with a reconciliation lens in line with the United Nations Declaration on the Rights of Indigenous Persons (UNDRIP) and the City's [UNDRIP Strategy](#);
- Work with the City's Equity Office and other departments to incorporate an equity lens to the aforementioned by-laws, such as by striking discriminatory language and consider policy approaches that remove barriers faced by businesses owned by racialized, 2SLGBTQ+ and/or persons with disabilities, in line with Council's direction on [February 14, 2023](#), as well as the City's [Equity Framework](#) and [Accessibility Strategy](#); and
- Review the by-laws for any regulations that do not serve a current public health and safety, nuisance control, consumer protection and/or other imperative that aligns with Council priority.

Financial Implications

There are no financial implications associated with this report's recommendations. Based on preliminary financial analysis, staff do not anticipate any drop in revenue associated with the reduction in business licence types. Per Council direction from the 2023 Operating Budget, staff will bring back options and recommendations to increase licensing fees for 2024 in September 2023.

Legal Implications

There are no legal implications associated with this report's recommendations. Consequential amendments to the License By-law and Business Premises Regulation of Hours By-law, as a result of the proposed streamlining of business licence types, are attached in Appendix B and C respectively.

* * * * *

APPENDIX A
Proposed Rationalized List of Licence Categories

Main category	Proposed Licence type	Existing licence type	
Adult-oriented Services	Adult Retail Store	Adult Entertainment Store	
		Adult Video Rental	
	Adult Services	Body Rub Parlour / Body Painting / Model Studio	
		Exotic Dancer	
		Social Escort Social Escort Services	
Agriculture	Urban Farm	Urban Farm Class A	
		Urban Farm Class B	
Arts, Culture and Creative Industries	Artist Agency	Model Agency	
		Talent Agency	
		Booking Agency	
	Artist	Song Writer	
		Writer / Editor	
		Actor / Stunt Person	
		Children's Entertainment	
		Face Painting	
		Composer	
		Disc Jockey	
		Entertainment Services (Other)	
		Homecraft	
		Artist	
		Photographer	
		Artist Studio	Artist Studio
			Artist Live/ Work Studio
			Performing Arts Studio
	Studio (Other)		
	Design Services	Interior Designer	
		Interior Decorator	
		Graphic Artist	
		Design Company	
	Creative Products Manufacturer	<i>N/A – new proposed category to align with the Zoning and Development By-law</i>	
	Hall / Spectator Sports Venue	Assembly Hall	
		Dance Hall	
	Photography, Production and Rehearsal Studio	Recording Studio	
		Portrait / Photography Studio	
		Production (Other)	
		Film Production	
		Music Production	
		TV Production	
		Video Production	
		Radio Station	
		Recording / Duplication	
		Entertainment Services (Producer)	
		Educational Services (Film)	
		TV Station	
		Publishing and Journalism Services	Desk-top Publishing
	Press / Media / Reporter		
	Publisher		
	Exhibition Centre	Aquarium	
	Theatre	Theatre (Live)	
		Theatre (Neighbourhood)	

Main category	Proposed Licence type	Existing licence type
		Theatre (Adult)
		Theatre (Other)
	Temporary Filming Company	Electrical Temporary Filming
Construction	General Contractor	Contractor - Framing
		Contractor – Alteration and Repair
		Contractor - Building
		Contractor - Other
		Contractor - Special Trades - Signs
		Contractor - Special Trades - Glazier
		Contractor - Special Trades - Stucco
		Contractor - Special Trades - Installation
		Contractor - Special Trades - Masonry
		Contractor - Special Trades - Insulation
		Contractor - Special Trades - Air Conditioning
		Contractor - Special Trades - Refrigeration
		Contractor - Special Trades – Tiler
		Contractor - Special Trades - Flooring
		Contractor - Special Trades - Irrigation
		Contractor - Special Trades - Other
		Contractor - Special Trades - Demolition / Excavation
		Equipment Operator
		Roofer - Residential Building
		Roofer - Other
		Roofer - Commercial Building
		Painter
		Landscape Gardener
		Plant/Tree Maintenance
	Plant/Tree Removal	
	Development Company	
	Project Management	
	Trade Contractor	Electrical - Security Alarm Installation
		Sprinkler and Gas Contractor
		Sprinkler Contractor
		Gas Contractor
		Plumber
Plumber and Gas Contractor		
Plumber and Sprinkler Contractor		
Plumber, Sprinkler and Gas Contractor		
Electrical Contractor		
Digital Entertainment and Information Communication Technology	Digital Entertainment and Interactive Technology	Computer Services (Animation)
		Computer Services (Graphics)
		Computer Services (Design)
		Computer Services (Internet)
	Information Communication Technology	Computer Services (Software)
		Computer Services (Analysis)
		Computer Services (Programming)
		Computer Services (Network)
		Computer Services (Information)
		Computer Services (Integration)
		Computer Services (Data Processing)
		Computer Services (Database Management)
		Computer Services (Other)
		Telecommunications (Communications)
		Telecommunications (Long Distance)
		Telecommunications (Service)

Main category	Proposed Licence type	Existing licence type
		Telecommunications (Others)
Dining and Drinking Establishment	Limited Service Food Establishment	Limited Service Food Establishment
		Concession Stand
	Liquor Establishment	Extended Hours Liquor Establishment – Class 1
		Extended Hours Liquor Establishment – Class 2
		Extended Hours Liquor Establishment – Class 3
		Extended Hours Liquor Establishment – Class 4
		Extended Hours Liquor Establishment – Class 5
		Extended Hours Liquor Establishment – Class 6
		Extended Hours Liquor Establishment – Class 7
		Standard Hours Liquor Establishment – Class 1
		Standard Hours Liquor Establishment – Class 2
		Standard Hours Liquor Establishment – Class 3
		Standard Hours Liquor Establishment – Class 4
		Standard Hours Liquor Establishment – Class 5
		Standard Hours Liquor Establishment – Class 6
		Standard Hours Liquor Establishment – Class 7
		Standard Hours Liquor Establishment – Class 8
		Venue
	Arena	
	Concert Hall	
	Theatre	
	Performance Stage	
	Venue (Other)	
	Restaurant	Restaurant Class 1 – No Liquor Service
		Restaurant Class 1 – With Liquor Service
		Restaurant Class 2 – No Liquor Service
		Restaurant Class 2 – With Liquor Service
Education / Instruction	Arts and Creative Instruction	Acting / Drama Instruction
		Art Instruction
		Craft Instruction
		Music Teacher
		Writing Instruction
		Language Instruction
		ESL Instruction (under 18)
		ESL Instruction (over 18)
		Training Facilities (Educational)
	Business and Vocational Instruction	Business Instruction
		Computer Instruction
		Tutoring
		Automotive Technology
		Driving Office
		Driving School
		Trade School
		Business School
		Training Facilities (Educational)
	Sports and Fitness Instruction	Cycling Instruction
		Hockey Instruction
		Soccer Instruction
		Boating Instruction
		Gymnastics Instruction
Tennis Instruction		
Diving Instruction		
Fitness Instruction		
Riding Instruction		
Windsurfing Instruction		

Main category	Proposed Licence type	Existing licence type	
		Martial Arts Instruction	
		Rowing Instruction	
		Dance Instruction	
		Dance Academy	
		Instruction (Other)	
	Private School or College	School - Private	
Events	Special Events	Automobile / Motorcycle Racing	
		Circus / Rodeo	
		Show/Contest	
		Boxing	
		Exhibition/Show/Concert (Others)	
		Concert (500 people)	
		Concert (501 to 1,000 people)	
		Concert (1,001 to 2,000 people)	
		Concert (More than 2,000 people)	
		Arts & Culture Indoor Event	
		Late Night Dance Event (2,000 or more persons)	
		Late Night Dance Event (750 to 1,999 persons)	
		Late Night Dance Event (350 to 749 persons)	
		Late Night Dance Event (Less than 350 persons)	
Pacific National Exhibition Annual Fair (PNE)			
Health and Beauty	Beauty Services	Hair Removal	
		Hair Replacement	
		Cosmetologist - Esthetician	
		Make-up	
		Hair-piece Specialist	
		Beauty Services (Other)	
		Cosmetologist - Nail Technician	
		Ear Piercing	
		Laser Therapy	
		Cosmetologist - Hair Stylist / Hairdresser	
		Barber Shop/Beauty Salon	
		Beauty and Wellness Centre	
		Tattoo Parlour	
	Tanning Salon		
	Health Enhancement Services	Health Enhancement Centre	
		Therapeutic Touch Technique	
		Steam Bath	
	Health Care and Social Assistance	Health Care Facility	Health Care Facility
			Private Hospital
			Personal Care Home
Health Care Professionals and Services		Physician/Surgeon	
		Psychiatrist	
		Oculist/Eye Surgeon	
		Podiatrist	
		Dentist	
		Denturist	
		Naturopathic Doctor	
		Art Therapist	
		Audiologist	
		Chiropractor/Chiroprapist	
		Counselling	
		Dance Therapist	
		Wellness Testing	
		Enema Service/Colonic Irrigation	
		First Aid Service	

Main category	Proposed Licence type	Existing licence type
		Health Services - Fitness Massage Therapist Home Care Hypnotist Mastectomy Testing Midwife Horticultural Therapy Nursing Service Occupational Therapy Ocularist/Artificial Eye Service Optometrist/Optician Psychologist Recreational Therapy Respiratory Therapy Sample Collection Social Worker Speech Pathologist Physical Therapist Health Services (Other) Pharmaceutical Evaluation Acupuncturist Herbalist Traditional Chinese Medicine Practitioner
Manufacturing and Catering	Non-Food Manufacturer, Assembler and Processor	Product Assembly Manufacturer (Wood Products) Manufacturer (Metal Products) Sheet Metal Works Manufacturer (Paper Products) Manufacturer (Garments) Manufacturer (Plastic Products) Manufacturer (Glass Products) Manufacturer (Furniture) Manufacturer (Other) Manufacturer with Ancillary Retail
	Food Manufacturer, Assembler and Processor	Food Processing Manufacturer - Food Manufacturer - Food with Ancillary Retail
	Caterer	Caterer
Non-Profit	Association or Society	Club Community Association
	Soliciting for Charity	Soliciting for Charity
Other Services	Animal Services	Veterinarian Kennel Animal Daycare Animal Grooming Animal Services (other) Animal Training Animal Walking Animal Transportation Animal Sitting Animal Control Animal Washing Livery and Feed Stables
	Laundry Services	Laundry with equipment Laundry Depot Dry Cleaner

Main category	Proposed Licence type	Existing licence type	
	Money Services	Laundry-Coin Operated Services	
		Currency Exchange	
		Money Sending Service	
		Cheque Cashing	
		Bank Machine	
		Money Lending Service	
	Personal Services	Errand Service	
		Accommodation Finding	
		Shopping Service	
		Decorating Service	
		Cleaning Service	
		Other Personal Services	
		Cook / Chef	
		Dating Service	
		Psychic / Fortune Teller	
		Seamstress/Tailor	
		Funeral Services	
		Wedding Chapel	
		Printing, Imaging and Photo Services	Duplicating
			Printing (Other)
	Blueprint		
	Typesetting		
	Silk Screen		
	Pre-press		
	Photocopy		
	Laminating		
	Sign Writer		
	Photo Services (Other)		
	Photo Identification Service		
	Microfilm		
	Photo Editing		
	Photo Finishing		
	Rental Services	Computer Time Rental	
		Equipment Rental	
		Postal Rental Agency	
		Rentals (Other)	
		Video Rental	
		Party Supplies Rental	
	Security Services	Security Consultants	
		Electronic Locking Device Installer	
		Security Guard	
		Retail Alarms	
		Security Services (Other)	
		Private Investigator	
		Closed Circuit TV Installer	
		Security Patrol	
		Alarm Monitoring	
Body Guard / Protection			
Locksmith			
Tourism Services	Tour Operator/Guide		
	Tourist Service		
	Travel Agent / Agency		
	Boat Charter Services		
Professional, Scientific and	Architectural and Engineering Services	Architect	
		Engineer	
		Surveyor	

Main category	Proposed Licence type	Existing licence type
Business Services		Drafting Service
	Business Support Services	Dental reception
		Administration
		Answering and Paging Services
		Secretarial Services
		Word Processing
		Info / Research Service
		Technical Writer
		Interpreter/Translator
		Business Services
		Student Placement
		Evaluation Service
		Career Guidance
		Student Recruiting
		Educational (Other)
		Employment Agency
		Referral Services
		Recruiting Services
		Office (Other)
	Teacher Recruiting	
	Consulting and Management Services	Consultant
	Financial Institution	Bank
		Credit Union
		Trust Company
	Financial Services	Accountant / Auditor
		Tax Services
		Bookkeeping
		Merchant Bank Loan
		Financial Planner
		Solvency Service
		GST Refund
		Collection Agent
		Professional Fund Raiser
		Finance Agent
		Financial Executor
		Mortgage Company
		Investment Company
		Stock Exchange
		Credit Card Service
	Bankruptcy	
	Financial Services (Other)	
	Insurance Services	Insurance Adjuster
		Appraisal Service
		Insurance Agent
		Insurance Company
Laboratory Services	Laboratory	
Legal Services	Notary Public	
	Barrister and Solicitor	
	Process Server	
Marketing, Public Relations, Advertising and Event Promotion Services	Advertising Agent	
	Event Promoter	
	Event Coordinator	
	Marketing (Telecommunications)	
Real Estate Services	Real Estate Development / Investment	
	Property Manager	

Main category	Proposed Licence type	Existing licence type	
		Management Company	
		Real Estate Appraisal (Appraisal Service)	
		Fire Extinguisher Inspection	
		Inspection / Testing	
		Real Estate Dealer	
Recreation	Amusement Park	Amusement Park	
	Bingo Hall / Casino / Horse Racing	Casino Class 1	
		Casino Class 2	
		Horse Racing	
		Bingo Hall	
	Entertainment Facility	Curling Facility	
		Laser Tag	
		Family Sports & Entertainment Centre	
		Entertainment Centre	
		Bowling Alley	
		Billiard Room Keeper	
	Fitness Centre	Arcade	
		Fitness Centre – Class 1	
	Fitness Centre – Class 2		
Recycling and Waste Collection / Hauling	Recycling and Resource Recovery Services	Recycling Depot - Scrap Metal Depot	
		Recycling Depot - Paper Depot	
		Recycling Depot - Other	
		Recycling Depot - Bottle Depot	
		Auto Wrecker	
		Donation Bin	
	Waste Collection and Hauling Services	Scavenging	
		Junk Dealer	
	Rental Accommodation	Hotel or Motel	Hotel/Motel
			Hotel Lobby
Swimming Pool			
Bed and Breakfast		Bed and Breakfast	
Short-term Rental Operator		Short-term Rental Operator	
Long-term Rental		Pre-1956 Dwelling	
		Apartment House - 99 Year Lease	
		Multiple Dwelling	
		Apartment House	
		Retirement Residence	
		Residential / Commercial	
		Apartment House Strata	
		Duplex	
		Duplex - Strata	
		Non-profit Housing	
		Rooming House	
		One-Family Dwelling – Primary (1 Rental)	
		One-Family Dwelling – Laneway Rental	
		One-Family Dwelling – Primary (1 Rental) and Laneway	
		Secondary Suite – Permanent – Primary (1 Rental)	
		Secondary Suite – Permanent – Primary (2 Rentals)	
		Secondary Suite – Permanent – Laneway Rental	
Laneway Rental -SL			
Secondary Suite – Permanent – Primary (1 Rental) and Laneway			
Secondary Suite – Permanent – Primary (2 Rentals) and Laneway			
Single Room Accommodation Operator			

Main category	Proposed Licence type	Existing licence type
Repair and Maintenance	General Repair and Maintenance Services	Shoe Shine
		Art Restoration
		Tool Filer/Sharpener
		Window Tinting
		Fabric Cutting/Protection
		Furniture Refinishing
		Key Cutting/Engraving
		Monumental Works
		Carpet / Upholstery Cleaner
		Boot and Shoe Repairs
		Piano Tuner
		Repair/ Service/Maintenance (items related)
	Building Repair and Maintenance Services	Pool Maintenance
		Power / Pressure Washing
		Chimney Sweep
		Window Cleaner
		Pest Control/Exterminator
		Janitorial Services
Vehicle Repair, Detailing and Washing Services	Repair/ Service/Maintenance (building related)	
	Auto Repair	
	Auto Detailing	
	Auto Painter and Body Shop	
Resource Industry	Auto Washer	
	Forestry Services	N/A (New category)
	Mining Services	Mining Exploration
	Oil, Gas and other Fuels Services	N/A (New category)
Retail Trade	Food Market	Farmers' Market
		Community Food Market
	Gas Station	Marine Station
		Split-Island Station
		Self-Serve Station
		Card Lock Station
		Full-Serve Station
		Gasoline station with charging
	Grocery Store	Retail Dealer – Grocery
		Market Outlet - Food
	Liquor Retail Store	Wine
		Beer & Wine
		Full Service
		Brewery (ancillary to Manufacturer-Food)
		Specialty Wine
		Beer Only
		U-Brew/U-Vin
	Pharmacy	Pharmacy
		Small Pharmacy
	Retail Dealer	Furnishings
		Retail Dealer (Other)
		Antique Dealer
		Books/Stationary
Mail Order		
Clothing/Shoes		
Sports & Leisure Equipment		
Department Store		
Electronics		
Hardware/Garden Supplies		

Main category	Proposed Licence type	Existing licence type
		Gifts/Novelties
		Flowers
		Art Gallery
		Jeweller
		Kiosk - Permanent
		Kiosk - Temporary
		Christmas Tree lot
		Auto Dealer
		Machinery Dealer
		Peddler
		Pet Store
		Transient Trader/Peddler-Annual
		Transient Trader/Peddler-Weekly
		Public Market - Daily
		Public Market - Annual
		Market Outlet - non-food
		Retail Dealer – Food
		Butcher/Seafood
		Bakery
		Retail Dealer-Food (other)
		Produce
		Convenience Store
		Confections
		Peddler-Food
	Retail Dealer - Cannabis	Retail Dealer - Cannabis
	Retail Dealer – Used Goods	Pawnbroker
		Secondhand Dealer - Class 1
	Secondhand Dealer - Class 2	
	Secondhand Dealer - Class 3	
	Secondhand Dealer - Class 4	
	Secondhand Dealer - Class 5	
	Secondhand Dealer - Class 6	
Street Vendor	Mobile Food Vendor	
Transportation and Logistics	Parking Area / Garage	Auto Parking
		Auto Parking Small
		Auto Parking with EV Charging
		Backyard Pay Parking
	Logistics Services	Shipping Agent
		Freight Forwarding
		Mailing Service
		Moving/Transfer Service (Courier/Messenger)
		Moving/Transfer Service (Goods)
		Moving/Transfer Service (Transport)
		Moving/Transfer Service (Delivery)
		Moving/Transfer Service (Other)
		Dairy Delivery Services
		Liquor Delivery Services
	Marina Operator	Marina Operator
		Live Aboard (21 feet or under)
		Live Aboard (21 feet to under 26 feet)
		Live Aboard (26 feet to under 31 feet)
		Live Aboard (31 feet to under 37 feet)
		Live Aboard (More than 37 feet)
	Transportation and Support Services	Public Bike Share
		Passenger Directed Vehicle Services
		Marine Services (Marine Transport)

Main category	Proposed Licence type	Existing licence type
		Marine Services (Stevedore)
		Marine Services (Marine Maintenance)
		Marine Services (Cruise Ship Supplies)
		Marine Services (Other)
		Ship's Chandler
		Valet Parking Services
	Warehouse Operator	Packing/Packaging
	Wholesale Trade	Brokerage Services
Broker		
Manufacturer's Agent		
Wholesale Dealer		Wholesale Dealer
		Wholesale Dealer – Food
		Auto Wholesaler
		Lumber Yard

APPENDIX B

DRAFT By-law to amend License By-law No. 4450 regarding streamlining business types and other miscellaneous amendments

Note: A By-law will be prepared generally in accordance with the provisions listed below, subject to change and refinement prior to posting.

1. This by-law amends the indicated provisions of License By-law No. 4450.
2. In the title page of the by-law, Council strikes out "**LICENSE BY-LAW NO. 4450**" and substitutes "**LICENCE BY-LAW NO. 4450**".
3. Council strikes out "license" wherever the word "license" is used as a noun and substitutes "licence".
4. Council strikes out "Chief License Inspector" wherever it appears and substitutes "Chief Licence Inspector".

5. Council strikes out “this By-law” wherever it appears and substitutes “this by-law”.
6. Council strikes out section 2 and substitutes a new section 2 as set out in Appendix A attached to this by-law.
7. Council strikes out section 3 and substitutes a new section 3 as set out in Appendix B attached to this by-law.
8. Council strikes out sections 7.1, 7.2, 7.3 and 7.4 and section 8, including the heading, and substitutes the following:
 - “8. Every person who requires any one or more of the following must pay to the City a fee set out in Schedule B to this By-law:
 - (a) a copy of a licence;
 - (b) a change of business name or business trade name under a license;
 - (c) a change of business address under a license;
 - (d) a change of business license category.”.
9. Council strikes out section 9.
10. Council renumbers section 9A.1 as section 9.
11. Council strikes out the heading for section 9 and substitutes:

**“COMMENTS UNDER LIQUOR CONTROL AND LICENSING ACT
AND CANNABIS CONTROL AND LICENSING ACT”.**
12. Council renumbers sections 9A.2(1) through 9A.2(4) as sections 9(5) through 9(8), respectively.
13. Council renumbers sections 10.3.1A, 10.4 and 10.5 as sections 10.4, 10.5 and 10.6, respectively.
14. Council renumbers sections 10.1 and 10.2 as sections 10.2 and 10.1, respectively.
15. In sections 10.1 and 10.2, including the heading of section 10.2, Council strikes out “Adult Entertainment” wherever it appears and substitutes “Adult Retail”.
16. In section 10.5, Council:
 - (a) strikes out section 10.5(1);
 - (b) renumbers sections 10.5(2) through 10.5(13) as sections 10.5(1) through 10.5(12), respectively; and
 - (c) in section 10.5(11), strikes out “subsections (10) and (11)” and substitutes “subsections (9) and (10)”.
17. In section 10.6, Council:
 - (a) strikes out the heading “**AUTO PARKING LOTS**”, and substitutes “**AUTO PARKING LOTS, AUTO PARKING LOTS SMALL, AND AUTO PARKING LOTS**”.

WITH CHARGING”; and

- (b) strikes out sections 10.6(1) through 10.6(4) and substitutes the following:
- “(1) It shall be a condition of the granting of a license to any person to carry on the business of an Auto Parking Lot, Auto Parking Lot Small, and Auto Parking Lot with Charging that one sign shall be posted at each entrance to the parking lot and one sign at each exit of such parking lot, stating in wording clearly legible by day or night, the circumstances under which a vehicle may be removed from the lot and the address of the place at which it may be reclaimed.
- (2) Except as hereinafter provided, no person shall cause any motor vehicle to be removed from a parking lot without the authority of the owner of the vehicle.
- (3) Subject to the regulations hereinafter provided, an owner, occupier or operator of an Auto Parking Lot Auto Parking Lot Small, or Auto Parking Lot with Charging business, or a duly authorized agent of such owner, occupier or operator, may cause a motor vehicle to be removed from a commercial parking lot if:
- (a) there is no contract or permission to park in respect of such vehicle; or
- (b) the vehicle constitutes a hazard or an obstruction to the free and normal use of the parking lot; or
- (c) more than twelve hours have elapsed since the expiration time indicated on the ticket purchased to authorize such parking; or
- (d) the motor vehicle is parked in a space designated, by way of the international symbol of access, for disabled persons parking only and such motor vehicle does not bear a disabled persons parking placard.
- (4) Notwithstanding subsection (3) of this section, where the fee at any parking lot is collected by an approved parking ticket machine, the owner, occupier or operator may cause a motor vehicle to be removed when such vehicle remains parked more than two hours after the expiration time indicated by the ticket.”.

18. Council renumbers sections 11.4, 11.5 and 11.6 as sections 11.5, 11.6 and 11.7, respectively.

19. Council strikes out section 12.2.

20. Council renumbers section 11.3 as section 12.2.

21. Council renumbers section 11.2 as section 11.3, and adds a new section 11.2 as follows:

“BANK MACHINE

- 11.2 (1) No person owning or occupying any building or premises shall keep or

permit to be kept therein or thereon any bank machine unless such machine is licensed under the provisions of this by-law.

- (2) No owner or occupier of any premises shall permit the number of bank machines owned or kept upon the premises to be increased without first notifying the Inspector in writing of the increase in number.”.

22. Council strikes out section 11.3 and substitutes the following:

“BARBER SHOP OR BEAUTY SALON

11.3 A person carrying on the business or trade of a barber shop or beauty salon must only do so on premises licensed for such purposes, except that this section shall not apply where it can be shown that the customer was unable to attend at the licensed premises by reason of age, illness or infirmity.”.

23. Council renumbers section 23.4 as section 11.4.

24. Council strikes out section 11.5 and substitutes the following:

“BILLIARD HALL

11.5 No person carrying on the business of a billiard hall shall permit any person to play on the billiard or pool table between the hours of 1:00 a.m. and 6:00 a.m.”.

25. In section 11.6, Council:

- (a) strikes out section 11.6(2); and
(b) renumbers sections 11.6(3) through 11.6(10) as sections 11.6(2) through 11.6(9), respectively.

26. Council strikes out section 12.1 and substitutes the following:

“CONSTRUCTION

12.1 A person must not attend at any residential premises for the purposes of soliciting business connected with home repairs or alterations, unless invited to do so by the owner or occupier of the residential premises.”.

27. In section 13, Council:

- (a) renumbers sections 13.1 and 13.2 as sections 13.2 and 13.1, respectively;
(b) in section 13.1(1), strikes out “Except as provided in subsection 14 of this section no person” and substitutes “No person”;
(c) strikes out sections 13.3(4) and 13.3(6);
(d) renumbers sections 13.3(5) as section 13.3(4); and
(e) in section 13.4,
(i) in subsection (4)(vi), adds “subclause” after “identified under”,
(ii) in subsection (7)(d), adds “subsection” after “submitted under”,
(iii) strikes out “**DOGS**”; and
(iv) strikes out “**DELETED**”.

28. In section 14.2(9), Council strikes out “in this section 14.1” and substitutes “in this section”.
29. In section 15, Council:
 - (a) renumbers section 15.1 as section 15.1(1);
 - (b) renumbers section 15.2 as section 15.1(2);
 - (c) renumbers 15.5 as section 15.2;
 - (d) in section 15.2(2), strikes out “Section 15.5(1)” and substitutes “Subsection (1)”;
 - (e) renumbers section 15.2(2)(c) as section 15.2(2)(b); and
 - (f) strikes out section 15.3.
30. Council renumbers section 16.2A as section 16.3.
31. Council strikes out section 17.2.
32. Council:
 - (a) renumbers sections 19.1, 19.2, 19.2A, 19.2B, and 19.3 as sections 21.1, 21.2, 21.3, 21.4 and 21.5, respectively;
 - (b) renumbers section 20.1 as section 22.1;
 - (c) renumbers section 21.1 as section 23.1;
 - (d) renumbers section 22 as section 24;
 - (e) renumbers sections 23.1, 23.2, and 23.3 as sections 25.2, 25.3, and 25.5, respectively;
 - (f) renumbers section 24.1 as section 25.6;
 - (g) renumbers sections 24.2, 24.3, and 24.4 as sections 27.1, 27.2, and 27.3, respectively;
 - (h) renumbers sections 25.1, 25.1A, 25.2, 25.3, 25.4, 25.5, 25.5A, and 25.6 as sections 28.2, 28.3, 28.5, 28.6, 28.7, 28.8, 28.9, and 28.10, respectively;
 - (i) renumbers sections 26.1, 26.2, 26.3, 26.4, and 26.5 as sections 29.1, 29.2, 29.3, 30.1, and 25.1, respectively;
 - (j) renumbers sections 27.1, 27.1A, and 27.2 as sections 31.1, 31.2, and 31.3, respectively; and
 - (k) renumbers sections 28, 29, 29A, 30, and 31 as sections 36, 37, 38, 39, and 40, respectively.
33. Council adds the following as sections 19 and 20:
 - “19. [Reserved]
 20. [Reserved]”.
34. In section 21.1(1), Council strikes out “residential rental accommodation” and substitutes “long-term rentals”.
35. In section 21.3, Council:
 - (a) in section 21.3(1)(e), strikes out “section 19.2A(1)(d)” and substitutes “clause (d);
 - (b) in section 21.3(3)(b), strikes out “section 19.2A(3)(a)” and substitutes “clause (a)”;
 - (c) in section 21.4(b), strikes out “subsection (a)” and substitutes “clause (a)”;
 - (d) in section 21.3(8)(b), strikes out “subsection (a)” and substitutes “clause (a)”;
 - (e) in section 21.3(8)(c), strikes out “subsection (a)” and substitutes “clause (a)”;
 - (f) in section 21.3(10)(a), strikes out “subsection 8 or 9” and substitutes “subsection (8) or (9).

36. Council adds a new section 22.2 as follows:

“MONEY SERVICES

22.2 No person carrying on money services shall charge different fees for the cashing of a cheque or negotiable instrument depending on the payor or payee thereof, and no person shall supplement, discount, or otherwise vary the uniform rate charged for such services.”.

37. Council strikes out “24. [Reserved]”.

38. Council renumbers:

- (a) section 15.4 as section 24.1;
- (b) section 15.6 as section 25.4;
- (c) section 15.9 as section 28.1;
- (d) section 15.7 as section 28.4.

39. In section 25.3, Council:

- (a) in section 25.3(q), strikes out “subsection 23.3(p)” and substitutes “subsection (p)”;
- (b) in section 25.3(x), strikes out “subsection 23.2(cc)(ii)” and substitutes “clause (cc)(ii)”;
- (c) in section 25.3(y), strikes out “subsection 23.2(v)” and substitutes “subsection (v)”;
- (d) in section 25.3(z), strikes out “subsection 23.2(x)(iii)” and substitutes “clause (x)(iii)”.

40. In section 25.4, Council:

- (a) in section 25.4(2), renumbers clauses (i) and (ii) as clauses (a) and (b), respectively;
- (b) in section 25.4(3), strikes out “Subsection 15.6(1) and (2)” and substitutes “Subsections (1) and (2); and
- (c) strikes out section 25.4(4).

41. In section 25.6 and section 28.2, Council:

- (a) strikes out “Short Term Rental Accommodation” wherever it appears, other than in the heading in section 28.2, and substitutes “short term rental accommodation”; and
- (b) strikes out “Short Term Rental Accommodation Operator” wherever it appears and substitutes “short term rental accommodation operator”.

42. In section 25.6, Council strikes out “Short Term Rental Accommodations” wherever it appears, and substitutes “short term rental accommodations”.

43. Council adds a new section 26 as follows:

“26. [Reserved]”.

44. Council strikes out section 27.1, including the heading, and renumbers sections 27.2 and

27.3 as sections 27.1 and 27.2, respectively.

45. In section 27.1, Council strikes out section 27.1(1) and renumbers sections 27.1(2) and 27.1(3) as sections 27.1(1) and 27.1(2), respectively.

46. In section 27.2(2), Council strikes out “transient dealer” and substitutes “transient trader”.

47. In section 28.1, Council:

- (a) in subsection 3(c)(i), strikes out “15 cents” and substitutes “25 cents”;
- (b) in subsection 3(c)(ii), strikes out “\$1” and substitutes “\$2”;
- (c) in subsection (6), strikes out “Subsections 15.9 (1) to (5)” and substitutes “Subsections (1) to (5)”;
- (d) in subsection (7), strikes out “Subsections 15.9 (3)(c), (4) and (5)” and substitutes “Subsections (3)(c), (4) and (5)”; and
- (e) strikes out subsections (8), (9), and (10).

48. In section 28.2, Council:

- (a) strikes out “Market” wherever it appears and substitutes “market”; and
- (b) in section 28.2(3), strikes out “Principal Residence Unit” and substitutes “principal residence unit”.

49. In section 28.3, Council strikes out the heading and substitutes the following:

“SINGLE ROOM ACCOMMODATION OPERATORS”.

50. In section 28.3(3)(c), Council strikes out “in accordance with (3)(a) or (3)(b), until the rent reaches \$500 per month and is governed by (2)”, and substitutes “in accordance with clauses (a) or (b), until the rent reaches \$500 per month and is governed by subsection (2)”.

51. In section 28.4, Council:

- (a) in section 28.4(1), renumbers clauses (i), (ii) and (iii) as clauses (a), (b) and (c), respectively; and
- (b) in section 28.4(2), strikes out “Subsection 15.7 (1)” and substitutes “Subsection (1).”

52. In section 28.6, Council strikes out “Social Escort Services” wherever it appears, including the heading, and substitutes “Social Escort Agency”.

53. Council strikes out section 28.9 and renumbers section 28.10 as 28.9.

54. In section 28.9, Council:

- (a) strikes out the heading “**STEAMBATH AND MASSAGE PARLOUR**” and substitutes “**STEAM BATH**”;
- (b) strikes out “bath, steam bath or massage parlour” wherever they appear and substitutes “steam bath”; and
- (c) in section 28.9(3), strikes out “PROVIDED” and substitutes “Provided”.

55. Council strikes out section 31.1, including the title, and renumbers 31.2 as 31.1.

56. Council strikes out section 31.3, including the title.

APPENDIX A

DEFINITIONS

2. Whenever the following words occur in this by-law, they shall have the following meaning, unless a contrary intention appears or unless such meaning is inconsistent with the context:

Accessible Passenger Directed Vehicle has the same meaning as in the *Passenger Transportation Act*.

Accessible Straw means a single-use beverage straw made wholly from plastic derive from fossil fuels, such as polypropylene, that has a corrugated section that allows the straw to bend and maintain its position at various angles and is individually wrapped in paper.

Adult Motion Picture means a motion picture that comes within the definition of "Adult Motion Picture" contained in the *Motion Picture Act*.

Adult Oriented Services is a licence category that includes **Adult Retail Store** and **Adult Services**.

Adult Publication means any book, pamphlet, magazine or printed matter however produced which contains a visual image or representation of a person or portion of the human body depicting nudity, sexual conduct, or sadomasochistic behaviour.

Adult Retail Store means a business renting, selling or offering for rent or sale Graphic Sexual Material or Sex Paraphernalia.

Adult Services means a business providing services to and/or employing people 19 years of age or older only, including exotic dancer or stripper, Body-rub Parlour, Body-painting Studio, Model Studio, Social Escort, or Social Escort Agency.

Adult Theatre means a theatre used to display Adult Motion Pictures only.

Agriculture is a licence category that includes an **Urban Farm**.

Amusement Park means any premises where mechanical, electrical or other devices or exhibits, designed for the entertainment of the public, are permanently affixed.

Animal means a mammal, reptile, amphibian, or bird.

Animal Services means a business providing services related to the care and wellness of animals including **Veterinarian**.

Annual Rent Increase means an annual rent increase authorized pursuant to section 22 of the Residential Rental Regulation and the *Residential Tenancy Act*.

Antique Dealer means a person who carries on the business of retailing or wholesaling articles, except for alcohol, produced or crafted more than 50 years before the date of the retail or wholesale sale.

Apartment has the same meaning as in the Zoning and Development By-law.

Applicant means any person who makes an application for any license under the provisions of this by-law.

Approved Parking Ticket Machine means a machine in an Auto Parking, Auto Parking Small and Auto Parking with Charging parking lot that issues a ticket or receipt indicating the date and time of issuance, in exchange for a fee.

Arcade means any premises containing four or more machines on which mechanical, electrical, automatic or computerized games are played for amusement or entertainment and for which a coin or token must be inserted or a fee is charged for use, but does not include **Entertainment Centre**.

Architectural and Engineering Services means a business providing architectural, engineering, surveying, environmental design or similar services.

Artist means a person producing original work in craft, literary, media, performing or visual arts for commercial purposes, but does not include **Artist Studio** or **Photography, Production and Rehearsal Studio**.

Artist Agency means a business that acts as an agent on behalf of artists with regard to their profession, including booking agency, talent agency or model agency.

Artist Live-Work Studio means the use of premises for the production of dance, live music, moving or still photography, video, creative writing, painting, drawing, pottery, or sculpture, in combination with a Dwelling Unit.

Artist Studio means an Artist Studio - Class A, Artist Studio - Class B, and Artist Live-Work Studio, but does not include **Artist** or **Photography, Production and Rehearsal Studio**.

Artist Studio - Class A has the same meaning as in the Zoning and Development By-law.

Artist Studio - Class B has the same meaning as in the Zoning and Development By-law.

Arts and Creative Instruction means a business providing instruction in artistic or creative skills including cooking, craft, drama, language, music, sewing, and writing.

Arts and Culture Indoor Event means an event of an artistic or cultural nature, including visual, performing, media, literary, craft or interdisciplinary arts, for a maximum of 250 persons, with or without liquor service, that occurs not more than three days per month in a building not approved for assembly occupancy.

Arts, Culture and Creative Industries is a licence category that includes **Artist Agency, Artist, Artist Studio, Design Services, Creative Products Manufacturer, Hall or Spectator Sports Venue, Photography, Production and Rehearsal Studio, Publishing and Journalism Services, Exhibition Centre, Theatre and Temporary Filming Company.**

Association or Society means a society incorporated and in good standing under the *Society Act*, a society or organization registered as a charitable organization under the *Income Tax Act*, or a Club.

Auction Sale means offering or putting up for sale any real or personal property whereat the public is invited to make competitive bids for the property offered for sale.

Auctioneer means a person who conducts auctions by accepting bids and declaring goods sold.

Authorized Identification means any one or more of the following, provided it is valid and is integrated with a photograph of the bearer:

- (a) driver's licence;
- (b) identity card issued by a Canadian province or territory;
- (c) Indigenous status card;
- (d) passport;
- (e) any other form of provincial or federal identification.

Auto Parking Lot means premises used for the purpose of providing paid parking for 60 or more motor vehicles.

Auto Parking Lot Small means premises used for the purpose of providing paid parking for 59 or fewer motor vehicles.

Auto Parking Lot with Charging means Auto Parking that has the capacity to provide electricity to motor vehicles at a rate not less than 26.6 kW.

Backyard Pay Parking means the use of residential premises for the purpose of providing, for a fee, 2 or more spaces for the parking of motor vehicles which are not the property of a resident of the residential premises.

Bank Machine means any machine which permits a customer to access and use certain financial services customarily associated with a financial institution except for bank machines physically located in or affixed to the premises in which a financial institution

operates its principal business.

Barber Shop or Beauty Salon means any premises where the primary purpose is the styling, cutting, or chemical treatment of hair.

Base Rent means the rent used to calculate rent increases permitted by section 28.3 of this by-law, and is the last monthly rent lawfully required to be paid by a tenant, including all increases allowed by the *Residential Tenancy Act* and this by-law, before the designated room was subject to a period of vacancy.

Bear Spray means a device containing capsaicin and other related capsaicinoids that is designed and labeled for use as a deterrent from attacks by bears or other animals.

Beauty and Wellness Centre means the use of premises to improve beauty and wellness through styling, cutting, or chemical treatment of hair or through skin and body treatments, including pedicures, manicures, facials, microdermabrasion, electrolysis, waxing, laser, hydrotherapy, anti-aging, skin rejuvenation therapy, aromatherapy, stone therapy massage, and relaxation massage, but not including **Fitness Centre**.

Beauty Services means a business providing beauty and wellness services, and includes Barber Shop or Beauty Salon, Beauty and Wellness Centre or Tanning Salon or Tattoo and Piercing Studio.

Bed and Breakfast Accommodation means the use of a dwelling unit as temporary accommodation for tourists or transients where the room rate includes breakfast provided on the premises.

Billiard Hall means any premises where customers may use billiard or pool tables for a fee.

Bin Owner means the person, charity, trust, partnership or organization that owns or operates a donation bin.

Bingo Hall means the use of premises for the purpose of playing bingo and where the operation is conducted and managed by, and the proceeds are distributed to, one or more charitable organizations, but does not include bingo where the player is not playing the same game and responding to the same caller as and with other players in the hall or the use of player-operated video lottery terminals or slot machines.

Bingo Hall/Casino/Horse Racing means a business carried on by any person where bingo or other games of chance or mixed chance and skill are played, including horse racing, Bingo Hall, Casino - Class 1 or Casino - Class 2.

Body-painting Studio includes any premises or part thereof where, directly or indirectly, a fee is paid for any activity involving the application of paint, powder, or similar materials to the body of another person.

Body-rub Parlour includes any premises where services related to manipulating, touching or stimulating a person's body are provided, but does not include medical, therapeutic or cosmetic massage treatment given by a person duly licensed or registered under any statute of the Province of British Columbia governing such activities, or **Therapeutic Touch Technique Practitioner**.

Bottle Depot means any premises where bottles are submitted for a deposit refund, but

does not include a grocery store or a liquor retail store.

Brokerage Services means a business that acts as an intermediary to facilitate transactions between buyers and sellers and charges a commission for its services, and includes art broker, customs broker, ticket broker, manufacturer's agent and Auctioneer, but does not include brokerage services provided by **Financial Services** or **Insurance Services**.

Building Repair and Maintenance Services means a business providing repair, cleaning or maintenance services for buildings, including pest control, but does not include **General Contractor** or **Trade Contractor**.

Business and Vocational Instruction means a business offering instruction in business, vocational or trade skills, including automotive, barbering, beauty, culture, bookkeeping, broadcasting, construction or other trade, computer programming, driving, general sales skills, hairdressing, metalworking, piloting, salesmanship in a particular vocation, technical occupations, woodworking or a Business or Trade School.

Business or Trade School means any premises used to carry on the business of offering instruction in any business, vocational or trade skills.

Business Support Services means a business providing support services to professionals and businesses, including answering and paging, evaluation, employment, interpreting or translating, recruiting, referral, researching, secretarial, technical writing or word processing services.

Cardlock Fuel Station has the same meaning as in the Zoning and Development By-law.

Casino - Class 1 has the same meaning as in the Zoning and Development By-law.

Casino - Class 2 has the same meaning as in the Zoning and Development By-law.

Cat means a domestic cat, regardless of age or sex.

Caterer means business preparing food at one location for consumption at another location, including a catering food truck, but does not include **Street Vendor**.

Charitable Food Services means the provision of food or prepared food for free or at low cost by an organization incorporated and in good standing under the *Society Act*, or registered as a charitable organization under the federal *Income Tax Act*.

Cheque Cashing Centre means any premises where the business of cashing cheques or negotiable instruments for a fee charged or chargeable to the payee of the cheque or the payee's agent is carried on, but does not include **Financial Institution**.

Chief Constable means the Chief Constable of the Police Department of the City and includes any member of the Police Department authorized to act on behalf of the Chief Constable.

City means the City of Vancouver.

City Land means land for which the City is the registered owner in fee simple or leasehold, but does not include any street.

Clean Wood Waste has the same meaning as in the Solid Waste By-law.

Club means an incorporated or unincorporated organization that is not for profit, that is organized solely for the promotion of some common object, and that is operated for club members and their guests only, but does not include Liquor Establishment – Class 7.

Collection Agent means a person who offers or undertakes to collect debts for others, and includes a bailiff.

Community Food Market means a business operating an open air or fully or partly covered market for the sale of fresh or locally-prepared fruits and vegetables operated as a non-profit program or activity in conjunction with social service centres, churches, neighbourhood houses, community centres, and social housing sites.

Construction is a licence category that includes **General Contractor** and **Trade Contractor**.

Consulting and Management Services means a business providing professional advice or specialized consulting and management services including business system or improvement implementation, environmental, immigration, interim business change, operations management, public policy or strategy consultation.

Core Area means all that part of the City north of False Creek east of English Bay south of Burrard Inlet and west of Carrall Street and specifically includes all of District Lot One hundred and eighty-five (D.L. 185) and all of District Lot Five hundred and forty one (D.L. 541) and all of old Granville Townsite.

Creative Products Manufacturer means a business providing development, prototyping, testing and ancillary marketing of products to be produced in a physical form, although the product does not have to be produced on the premises, and includes clothing design, furniture design, industrial product design, and similar businesses, but does not include **Design Services**.

Dance Hall means any building, room, or place where public or private dances are held or permitted for hire or profit.

Dating Service means any person carrying on the business of providing information to persons desirous of meeting other persons for the purpose of social outings.

Design Services means a business providing general design services, including graphic design, and interior design and decorating, but does not include **Creative Products Manufacturer** or **Architectural and Engineering Services**.

Designated Room means a residential room in any building designated as single room accommodation pursuant to the Single Room Accommodation By-law.

Digital Entertainment and Information Communication Technology is a licence category that includes **Digital Entertainment and Interactive Technology** and **Information Communication Technology**.

Digital Entertainment and Interactive Technology means a business preparing digital content that can be transmitted over internet or computer networks for games, communication, social media or education.

Dining and Drinking Establishment is a licence category that includes **Limited Service Food Establishment, Liquor Establishment, Restaurant** and **Venue**.

Director means the director appointed under section 8 of the *Residential Tenancy Act*.

Discotheque - Teenage means a **Dance Hall** exclusively for patrons of a minimum age of thirteen years and under the age of nineteen years.

Dog means a domestic dog, regardless of age or sex.

Donation Bin means any receptacle designed and used for the purpose of collecting clothing, shoes or linens from the public for resale or distribution.

Drug Paraphernalia means any product, equipment, thing or material of any kind primarily used or intended to be primarily used to produce, process, package, store, inject, ingest, inhale or otherwise introduce into the human body a controlled substance as defined in the *Controlled Drugs and Substances Act*, R.S.C.

Duplex has the same meaning as in the Zoning and Development By-law.

Dwelling Unit has the same meaning as in the Zoning and Development By-law.

Education/Instruction is a licence category that includes **Arts and Creative Instruction, Business and Vocational Instruction, Private School or College, and Sports and Fitness Instruction**.

Electronic Cigarettes means electronic cigarettes, electronic pipes, electronic hookahs, or similar devices that can be used to deliver nicotine or other substances, and replaceable cartridges and refills used with those devices.

Eligible Capital Expenditure means an expenditure that qualifies for an additional rent increase pursuant to Part 4 of the Residential Rent Regulation.

Enclosure means a cage, kennel, tank, container, receptacle, or other enclosure used to contain or confine animals.

Entertainment Centre means premises where no less than 55 percent of the total floor area is used for simulated sports or games and similar activities and associated circulation space, and the remaining floor area is used for administration, sale of food and other products, and vending machines offering games for amusement or entertainment.

Entertainment Facility means a business providing entertainment services, including bowling alley, curling rink, driving range, golf course, skating rink, Arcade, Billiard Hall, Entertainment Centre and Shooting Gallery.

Exhibition Centre means premises used for displaying exhibits for the enjoyment or education of the public, including aquarium, botanical garden, gallery, museum or zoo.

Extended Hours means the difference between the time at which any particular class of **Standard Hours** liquor establishment opens or closes for business in any particular area, and the time at which the same class of extended hours liquor establishment opens or closes for business in the same area as provided by the Business Premises Regulation of Hours By-law.

Extended Hours Liquor Establishment means an Extended Hours Liquor Establishment– Class 1, Extended Hours Liquor Establishment – Class 2, Extended Hours Liquor Establishment – Class 3, Extended Hours Liquor Establishment – Class 4, Extended Hours Liquor Establishment – Class 5, Extended Hours Liquor Establishment – Class 6, and Extended Hours Liquor Establishment – Class 7.

Extended Hours Liquor Establishment – Class 1 means a business the primary purpose of which is the sale and service of alcoholic drinks to customers for consumption on the premises where the person capacity does not exceed 65, and to which certain impact reduction measures and other requirements set out in section 21.3 apply.

Extended Hours Liquor Establishment – Class 2 means a business the primary purpose of which is the sale and service of alcoholic drinks to customers for consumption on the premises where the person capacity does not exceed 150, and to which certain impact reduction measures and other requirements set out in section 21.3 apply.

Extended Hours Liquor Establishment – Class 3 means a business the primary purpose of which is the sale and service of alcoholic drinks to customers for consumption on the premises where the person capacity does not exceed 300, and to which certain impact reduction measures and other requirements set out in section 21.3 apply.

Extended Hours Liquor Establishment – Class 4 means a business the primary purpose of which is the sale and service of alcoholic drinks to customers for consumption on the premises where the person capacity does not exceed 500, and to which certain impact reduction measures and other requirements set out in section 21.3 apply.

Extended Hours Liquor Establishment – Class 5 means a business the primary purpose of which is the sale and service of alcoholic drinks to customers for consumption on the premises where the person capacity does not exceed 950, and to which certain impact reduction measures and other requirements set out in section 21.3 apply.

Extended Hours Liquor Establishment – Class 6 means a business the primary purpose of which is the sale and service of alcoholic drinks to customers for consumption on the premises where the person capacity exceeds 950, and to which certain impact reduction measures and other requirements set out in section 21.3 apply.

Extended Hours Liquor Establishment – Class 7 means a business located in a club which includes the sale and service of alcoholic drinks to customers for consumption on the premises, and to which certain impact reduction measures and other requirements set out in section 21.3 apply.

Farmers' Market means a business operating an open air or fully or partly covered market, for the sale directly by producers or by their representatives who are involved in production, of: local fresh, dried or frozen fruit and vegetables; local dried or frozen meat and seafood; local eggs; local dairy products; local plants; local prepared foods; local ready-to-eat foods; local artisan crafts; or local wine, cider, beer or spirits.

Film Viewer means a machine that shows film, video, tape or electronic medium to a customer for a fee.

Financial Institution means a bank, credit union, trust company, or other similar business.

Financial Services means a business providing services related to finances, and includes accountant, auditor, bookkeeper, financial agent, financial executor, financial planner, investment company, mortgage broker or company, stockbroker, trustee, Collection Agent, Professional Fund Raiser and Tax Buyer, but does not include **Financial Institution**.

Fitness Centre means **Fitness Centre - Class 1** and **Fitness Centre - Class 2**.

Fitness Centre – Class 1 has the same meaning as in the Zoning and Development By-law.

Fitness Centre – Class 2 has the same meaning as in the Zoning and Development By-law.

Food Manufacturing, Processing and Assembly means a business manufacturing, assembling, preparing, processing and/or repackaging food or beverage items, including alcohol, for sale to wholesalers, retailers or for further manufacturing use.

Food Market means Farmers' Market and Community Food Market, but does not include a Public Market.

Food Service Ware means products used for serving or transporting prepared food or beverages, including plates, cups, bowls, trays, cartons and hinged or lidded containers.

Food Vendor means a holder of a licence issued under this by-law who sells prepared food or provides charitable food services.

Food Waste has the same meaning as in the Solid Waste By-law.

Forestry Services means a business providing services related to the forest industry, including tree planting, logging, and the production or sale of forest products, but does not include a lumber and building materials establishment or woods product manufacturing.

Gasoline Station means any real property used or equipped to be used for the retail sale of motor fuels and motor oils in or upon which the dispensing of motor fuels and motor oils is or is intended to be carried out by an attendant or by the customer, and may include the retail sale of electricity dispensed by the customer or the attendant for the purpose of charging motor vehicles and includes Cardlock Fuel Station.

Gasoline Station with Charging means any **Gasoline Station** that has the capacity to provide electricity sales for motor vehicles at a rate not less than 50 kW.

General Contractor means a business related to construction project development or management, excavation, demolition, construction, renovation, or any other associated work or service, but does not include **Trade Contractor**.

General Repair and Maintenance Services means a business repairing, cleaning, restoring or maintaining materials, items or art, including art restoration, boot and shoe repairing, carpet or upholstery cleaning, furniture refinishing, key cutting, engraving, piano tuning, shoe shining, and tool filing or sharpening, but does not include **Building Repair and Maintenance Services**.

Graphic Sexual Material means any book, magazine, film, movie or videotape which

depicts a person or persons engaging in real or simulated sex acts.

Grocery Store means a business selling commodities including foodstuffs directly to the public and whose business customarily includes two or more of a bakery, butcher, delicatessen, and food service (snack bar), and includes a **Market Outlet** selling food.

Hall or Spectator Sports Venue means premises used to hold public or private dances, meetings, spectator sports events or other events, including arena, assembly hall, convention centre, stadium and **Dance Hall**.

Health and Beauty is a licence category that includes **Beauty Services**, **Health Enhancement Services** and **Tanning Salon/Tattoo and Piercing Studio**.

Health Care or Social Assistance Facility means a business providing health care or social assistance services to patrons, including community care facility, detoxification centre, personal care home, private hospital, recovery home, shelter or social service centre.

Health Care and Social Assistance is a licence category that includes **Health Care Facility** and **Health Care Professionals and Services**.

Health Care Professionals and Services means a business providing medical services related to physical or mental health, including, but not limited to: acupuncturist, art therapist, audiologist, dentist, denturist, dance therapist, first aid service provider, herbalist, home care provider, hygienist, laser therapist, massage therapist, midwife, naturopathic doctor, nurse, occupational therapist, oculist, eye surgeon, optometrist, optician, physical therapist, physician, surgeon, podiatrist, psychiatrist, psychologist, social worker, speech pathologist or traditional Chinese medicine practitioner.

Health Enhancement Services means a business providing services to enhance health through therapeutic touch techniques or steam bath, including Therapeutic Touch Technique Practitioner, Health Enhancement Centre and Steam Bath.

Health Enhancement Centre means the use of premises to provide services to enhance health through therapeutic touch techniques, including shiatsu, reflexology, bio-kinesiology, hellework, polarity, reiki, rolfing, and trager but does not include **Fitness Centre** or **Beauty and Wellness Centre**.

Hotel or Motel means premises providing temporary accommodation by way of furnished sleeping, housekeeping or dwelling units, and includes temporary accommodation that may be designated as single room accommodation in accordance with the Single Room Accommodation By-law No. 8733, but does not include **Bed and Breakfast** or **Short-term Rental Operator**.

Housekeeping Unit has the same meaning as in the Zoning and Development By-law.

Housing Agreement means a housing agreement authorized by section 565.2 of the *Vancouver Charter*.

Inflation Rate means the 12 month average percent change in the all-items Consumer Price Index for Vancouver, as published by the Province of British Columbia, ending in the month that is most recently available for the calendar year for which a rent increase takes effect.

Information Communication Technology means a business developing and using technology to process digital information including business intelligence, communications, cloud computing, computer hardware, data processing, data/database management, data centre & security, e-commerce and computer services, electronics, information services, integrations services, information technology infrastructure services, networking, programming, semiconductors, software design, telecom equipment or telecommunication service.

Inspector means the person appointed from time to time as Chief License Inspector of the City of Vancouver.

Insurance Services means a business selling, soliciting, negotiating, adjusting or providing insurance coverage, or appraising goods, including goods appraiser, insurance adjuster, insurance broker, insurance agent or insurance company.

Inter-municipal Business Licence means a business licence issued in accordance with an inter-municipal licensing scheme, but does not include a business licence issued in accordance with an inter-municipal licensing scheme for transportation network services.

Inter-municipal TNS Business Licence means a business license issued in accordance with an inter-municipal licensing scheme for transportation network services.

Junk includes any of the following used articles or things: rubber, tires, metal, paper, sacks, wire, ropes, rags or machinery.

Laboratory Services means a business providing analytical, research or testing services including biotechnologies, energy or environmental technologies, medical, diagnostic and other testing laboratories or research and development laboratories.

Laneway House has the same meaning as in the Zoning and Development By-law.

Late Night Dance Event means an event involving dance or music any part of which occurs between the hours of 2:00 a.m. and 6:00 a.m. on any day, but does not include an event taking place in a private residence.

Late Night Dance Event Permit means a permit issued under section 5 of this by-law.

Laundry Services means a business collecting, laundering, or distributing laundered items or providing public coin-operated washing and drying machines.

Legal Services means a business providing services related to the practice of law as defined in the *Legal Professions Act*, the practice of a notary public as described in the *Notaries Act*, or the service of legal documents.

Licence Holder means any person or organization required to obtain a licence under subsection 3(1) of this by-law.

Limited Service Food Establishment means a business that primarily sells food and beverages prepared on the premises, and that has no more than sixteen indoor or outdoor seats, and does not sell alcohol.

Liquor Delivery Service means any person who delivers alcoholic beverages to residential and commercial premises.

Liquor Establishment means a **Standard Hours Liquor Establishment** and an **Extended Hours Liquor Establishment**.

Liquor Retail Store means a business that sells liquor at retail to customers for consumption off the premises, and includes a U-brew.

Live-aboard Boat includes any vessel, houseboat, floathouse, raft, float, dock or similar structure that floats or that is designed to float upon the water and which is equipped and fitted as a place of human abode but does not include a tugboat, fishing boat, pile driver, dredger, scow, barge or cargo-carrying vessel which is primarily used for non-residential purposes and does not include any structure which is taxed as an improvement under Part XX of the *Vancouver Charter*.

Lodging House means any building or separate portion thereof with 3 or more units or rooms that are separately occupied or intended to be occupied as rental living accommodation, and includes a Rooming House but does not include a Single Detached House, Duplex, Triplex, Townhouse, or a building comprised exclusively of dwelling units each with its own kitchen sink and bathroom.

Logistics Services means a business providing services related to the planning, assembling and movement of goods, including couriering, food or liquor delivery, freight forwarding, mailing, moving, transferring or shipping service.

Long Term Rental means a business providing residential rental accommodation for a period of not less than one month in Single Detached House, Laneway House, Lodging House, Rooming House, Multiple Conversion Dwelling, Multiple Dwelling, Non-profit Housing or Secondary Suite.

Manufacturing and Catering is a licence category that includes **Non-Food Manufacturing, Assembling and Processing, Food Manufacturing, Assembling and Processing**, and **Caterer**.

Marina means any place where a marina operator carries on business.

Marina Operator includes any person who is in the business of providing moorage, dockage or berthage for one or more boats, but does not include a privately incorporated yacht club.

Marine Service Station means any real property or land above water used for the sale of motor fuels for the operation of boats and other marine vessels, and may include the retail sale of electricity dispensed for the purpose of charging boats or other marine vessels.

Market means offer for sale, promote, canvass, solicit, advertise, or facilitate **Short Term Rental Accommodation**, and includes placing, posting or erecting advertisements physically or online, but does not include the mere provision of a neutral space or location for such marketing in newspapers, bulletin boards, or online.

Market Outlet means a business selling commodities including foodstuffs directly to the public on premises with a total floor area greater than 4,645 square metres.

Marketing/Public Relations/Advertising/Event Promotion Services means a business providing advertising, marketing, event coordinating or promoting, or public relations

services, including advertising agent, event promoter or telecom marketer.

Maximum Occupant Load means the lesser of the number of persons that may be permitted in premises under the provisions of the Fire By-law, the Building By-law, or the Health By-law.

Mining means a business related to geological exploration or the mining, quarrying, processing or refining of rocks or minerals.

Mobility Aid has the same meaning as in the *Passenger Transportation Act*.

Model Studio means any premises where a fee is charged for the provision of models who pose in the nude for the purpose of being sketched, painted, photographed, or otherwise depicted, but does not include any studio which is an educational institution authorized by provincial legislation or which provides models who are sketched, painted, photographed or otherwise depicted for commercial or artistic purposes.

Money Services means a business providing services related to cashing cheques or negotiable instruments, or transmitting, lending or converting currency, including money exchanger or **Cheque Cashing Centre**, but does not include **Financial Institution**.

Multiple Conversion Dwelling has the same meaning as in the Zoning and Development By-law.

Multiple Dwelling has the same meaning as in the Zoning and Development By-law.

Neighbourhood Grocery Store has the same meaning as in the Zoning and Development By-law.

Neighbourhood Theatre means a theatre not situated in the Core Area of the City that is situated less than 150 feet from property zoned for residential use.

Non-Food Manufacturing, Assembling and Processing means a business manufacturing, assembling, preparing, processing and/or repackaging non-food items including textiles, metal, wood or other products for sale to wholesalers, retailers, or for further manufacturing use.

Non-Profit is a licence category that includes **Association or Society** and **Soliciting for Charity**.

Non-Profit Housing means a non-profit, rental housing project on a site, designed for independent living, owned by a government, society, or housing cooperative, where the ability of residents to pay, rather than the market, determines rents.

Non-residential Recyclable Materials has the same meaning as in the Solid Waste By-law.

Non-residential Recyclable Materials Diversion Program has the same meaning as in the Solid Waste By-law.

Nudity means the showing of the human genitals or pubic area with less than a full opaque covering.

Occupied Live-aboard Boat means any live-aboard boat that is used as a place of abode

within the City by one or more persons for a minimum of sixty consecutive or no-consecutive days, during a calendar year.

Oil, Gas and Other Fuels Services means a business related to the exploration, extraction and production of oil, petroleum, gas, biofuels, biomass and other fuels.

Organic Waste Diversion Plan has the same meaning as in the Solid Waste By-law.

Other Services is a licence category that includes **Animal Services, Laundry Services, Money Services, Personal Services, Printing, Imaging and Photo Services, Rental Services, Security Services** and **Tourism Services**.

Paper Shopping Bag means a shopping bag made out of paper and contains at least 40% recycled paper content, that displays the words “recyclable” and “made of 40% recycled content” or “made of 40% post-consumer recycled content” or other applicable amount on the outside of the bag.

Parking Area or Garage means Auto Lot Parking, Auto Lot Parking Small, Auto Parking Lot with Charging and Backyard Pay Parking.

Passenger Directed Vehicles means taxis, limousines, and vehicles operated under a license held by a transportation network service provider under the *Passenger Transportation Act*.

Passenger Directed Vehicle Services means a person carrying on the business of providing passenger directed vehicles.

Pawnbroker means a person who carries on the business of taking property in pawn, or who operates a pawnbroker’s premises.

Peddler means a person who offers to sell or sells merchandise other than foodstuffs door to door but does not include a person who delivers groceries, dairy products or bakery products, Peddler – Food, or Transient Peddler.

Peddler - Food means a person who offers to sell or sells foodstuffs door to door but does not include Peddler or Transient Peddler.

Period of Vacancy means the juncture between the tenancies of two permanent residents in a designated room, or the time that elapses between occupancy by two permanent residents in a designated room.

Permanent Resident means an individual who, in return for rent, occupies or usually occupies a room as their residence, and does so for at least 30 days.

Personal Services means a business providing personalized services to clients, including accommodation finding, cooking, decorating, errand duties, funeral service, home cleaning, personal driving service, sewing, shopping, wedding chapel and services, Dating Service, Psychic or Fortune Teller and Tenant Listing Service.

Pet Store means the use of premises to offer to sell or to sell, at retail or wholesale, animals, except for animal shelters and commercial kennels.

Pharmacy means a business selling drugs, pharmaceutical products and foodstuffs

directly to the public, including **Small-scale Pharmacy**, but does not include **Market Outlet** or **Grocery Store**.

Photography, Production and Rehearsal Studio means premises used for the production of photography, motion pictures, videos, television or radio programs, or sound recordings, or for the rehearsal of dance, music or drama, none of which involve the presence of an audience, but does not include **Artist Studio** or **Theatre**.

Picture Identification means any one or more of the following provided it is integrated with a photograph of the bearer:

- (a) valid Driver's Licence issued by a Canadian province or territory;
- (b) identity card issued by a Canadian province or territory;
- (c) passport issued by the Government of origin;
- (d) Certificate of Indian Status issued by the Government of Canada;
- (e) Certificate of Canadian Citizenship issued by the Government of Canada;
- (f) Conditional Release Card issued by Correctional Services Canada.

Plastic Shopping Bag means a shopping bag made wholly or partially from either plastic derived from fossil fuels or plastic derived from biomass, including corn, sugarcane or other plants, but does not include a Reusable Shopping Bag.

Polystyrene Foam means blown polystyrene and expanded and extruded foams composed of thermoplastic petrochemical materials containing a styrene monomer and processed by any technique, including fusion of polymer spheres (expandable bead foam), injection molding, foam molding, and extrusion-blown molding (extruded foam polystyrene).

Postal Box means a box or other receptacle suitable for containing postal mail.

Postal Rental Agency means any premises where postal boxes are rented or leased to the public and mail is received for delivery or pick up but does not include premises operated by Canada Post.

Prepared Food means any food or beverage prepared for consumption on or off a holder of a license's premises, using any cooking or food preparation technique. Prepared food does not include any raw uncooked food, including meat, poultry, fish, seafood, eggs or vegetables unless provided for consumption without further food preparation.

Principal Residence Unit means the usual dwelling unit where an individual lives, makes their home and conducts their daily affairs, including, without limitation, paying bills and receiving mail, and is generally the dwelling unit with the residential address used on documentation related to billing, identification, taxation and insurance purposes, including, without limitation, income tax returns, Medical Services Plan documentation, driver's licenses, personal identification, vehicle registration and utility bill and, for the purposes of this by-law, a person may only have one principal residence unit.

Printing, Imaging and Photo Services means a business providing printing, imaging and/or photo services, but does not include a **Photography, Production or Rehearsal Studio**.

Private School or College means a business providing education accepted as equivalent to that furnished in a public school, college or university but does not include a Business or Trade School.

Prize Game means a game or automatic machine, the successful playing of which entitles the player to money, goods, wares or merchandise and the player pays money or other valuable consideration to play the game or machine.

Professional Fund Raiser means a person who assists registered non-profit groups to raise funds.

Professional, Scientific and Business Related Services is a licence category that includes **Architectural and Engineering Services, Business Support Services, Consulting and Management Services, Financial Institution, Financial Services, Insurance Services, Laboratory Services, Legal Services, Marketing/Public Relations/Advertising/Event Promotion Services** and **Real Estate Services**.

Property Manager means:

- (a) an individual or business licensed pursuant to the *Real Estate Services Act* to provide rental property management services on behalf of owners of real estate; and
- (b) an individual or business that carries on the business of managing **Short Term Rental Accommodation** on behalf of **Short Term Rental Operators**, including marketing the **Short Term Rental Accommodation**, but does not include an individual or business managing or marketing one **Short Term Rental Accommodation**.

Psychic or Fortune Teller means any person who provides services in palm reading, fortune telling, psychic readings, astrology, or any other field in which supernatural powers are professed to be used.

Public Bike Share means a service that provides the general public with an opportunity to rent bicycles through an automated system, on a short-term basis for use within the city as part of a network comprised of no fewer than 50 Public Bike Share Stations located on separate sites.

Public Bike Share Station means a bicycle sharing facility where bicycles are stored and from which the general public may rent and return bicycles and other objects or equipment necessary for or appurtenant to the operation of a Public Bike Share.

Public Market means any building or premises containing stalls, tables, spaces, divisions or compartments individually rented, occupied or operated for the purpose of displaying or selling merchandise, but does not include **Food Market**.

Publishing and Journalism Services means a business providing services related to publishing or journalism, including a journalist, desk-top publisher, publisher, press reporter, or media reporter but does not include a printing company.

Rabbit means a domestic rabbit, regardless of age or sex.

Real Estate Services means a business providing services related to the sale, rental, management, appraisal or inspection of real property, including **Property Manager**, real estate appraisal, auction, development or investment, real estate agency, or fire safety or

home inspection services.

Recreation is a licence category that includes **Amusement Park, Bingo Hall/Casino/Horse Racing, Entertainment Facility** and **Fitness Centre**.

Recycling and Resource Recovery Services means a business collecting, sorting, buying, selling and recycling paper, newspapers, plastics, clothing, cans, scrap metal, wrecked or decommissioned vehicles, organics or similar residential or commercial waste, including paper depot, bottle depot, scrap metal depot, Donation Bin, and auto wrecker.

Recycling and Waste Collection/Hauling is a licence category that includes **Recycling and Resource Recovery Services** and **Waste Collection and Hauling**.

Rental Accommodation is a licence category that includes **Bed and Breakfast, Short-term Rental Operator, Hotel or Motel** and **Long Term Rental**.

Rental Services means a business renting or leasing commodities or services directly to the public, including computer time rental where four or more computer terminals are provided on the premise, equipment, party supplies, video rental and **Postal Rental Agency** but does not include vehicle rental or **Arcade**.

Repair and Maintenance is a licence category that includes **General Repair and Maintenance Services, Building Repair and Maintenance Services,** and **Vehicle Repair, Detailing and Washing Services**.

Residential Recyclable Materials has the same meaning as in the Solid Waste By-law.

Residential Recyclable Materials Diversion Program has the same meaning as in the Solid Waste By-law.

Resource Industry is a licence category that includes **Forestry Services, Mining,** and **Oil, Gas and Other Fuel Services**.

Restaurant means **Restaurant – Class 1, Restaurant – Class 1 with Liquor Service, Restaurant – Class 2,** and **Restaurant – Class 2 with Liquor Service**.

Restaurant – Class 1 means **Restaurant Use** that does not include customer participation such as karaoke, dancing, or open microphone performing, or the sale, or offering for sale, of liquor.

Restaurant – Class 1 with Liquor Service means **Restaurant Use** that does not include customer participation in karaoke, dancing or open microphone performing, and does include the sale, or offering for sale, of liquor for consumption on the premises, as part of a meal, or in a lounge approved by endorsement, pursuant to a food primary licence under Liquor Control and Licensing B.C. Regulation No. 244/2002.

Restaurant – Class 2 means **Restaurant Use** that includes customer participation such as karaoke, dancing, or open microphone performing, and does not include the sale or offering for sale of liquor.

Restaurant – Class 2 with Liquor Service means **Restaurant Use** that includes customer participation in karaoke, dancing or open microphone performing, and includes the sale, or offering for sale, of liquor for consumption on the premises, as part of a meal, or in a lounge approved by endorsement, pursuant to a food primary licence under

Liquor Control and Licensing B.C. Regulation No. 244/2002.

Restaurant Use means the use of premises for the primary purpose of selling and serving prepared food to the public during all hours of operation, where the premises include at least 17 indoor or outdoor seats for customers consuming food purchased on the premises, and where live entertainment, including the use of non-amplified or amplified musical instruments and disc jockey mixing turntables may be available.

Retail Dealer means a business selling commodities other than foodstuffs directly to the public, including Antique Dealer, Peddler, Pet Store, Public Market, Transient Peddler, Transient Trader or Market Outlet that does not sell food, but does not include **Retail Dealer – Food, Retail Dealer – Cannabis, and Retail Dealer – Used Goods**.

Retail Dealer – Cannabis means any person not otherwise herein defined who carries on the business of selling cannabis, including any products containing cannabis, directly to the public.

Retail Dealer - Food means a business selling prepackaged foodstuffs to the public, including Peddler – Food and Neighbourhood Grocery Store, but does not include **Grocery Store or Pharmacy**.

Retail Dealer– Used Goods means a business providing collateral loans for taking goods in pawn, or selling used goods or goods and chattels in pawn, including Pawnbroker, Secondhand Dealer – Class 1, Secondhand Dealer – Class 2, Secondhand Dealer – Class 3, Secondhand Dealer – Class 4, Secondhand Dealer – Class 5 and Secondhand Dealer – Class 6.

Retail Trade is a licence category that includes **Food Market, Gasoline Station, Grocery Store, Liquor Retail Store, Pharmacy, Retail Dealer, Retail Dealer – Cannabis, Retail Dealer – Food, Retail Dealer – Used Goods** and **Street Vendor**.

Reusable Shopping Bag means a shopping bag designed and manufactured to be capable of at least 100 uses, and primarily made of fabric.

Rodent means each species of chinchilla, degu, hamster, gerbil, hedgehog, mouse, or rat.

Rooming House means a building not being a hotel or motel containing rooms used exclusively as sleeping units where lodging for three or more persons is provided.

School means an elementary school or a secondary school providing an educational programme in accordance with the *School Act* of British Columbia.

Secondary Suite has the same meaning as in the Zoning and Development By-law.

Secondhand Dealer - Class 1 means a person who carries on the business of retailing or wholesaling a variety of used property, including:

- (a) used electronic equipment including audio or visual equipment or accessories, computers, printers, or fax machines; or
- (b) two or more of the following types of used property, namely, bicycles, sports equipment, luggage, jewellery, cameras, musical equipment, or tools; but does not include Antique Dealer.

Secondhand Dealer - Class 2 means a person who carries on the business of retailing or wholesaling only one type of used property, except for used electronic equipment, including audio or visual equipment or accessories, computers, printers, or facsimile transmission machines, but does not include Antique Dealer.

Secondhand Dealer - Class 3 means a person who carries on the business of retailing or wholesaling used property limited to compact discs (“CD’s”), digital video discs (“DVD’s”), video tapes, cassette tapes, video games, or music, concert, movie, or television memorabilia, but does not include Antique Dealer.

Secondhand Dealer - Class 4 means a person who carries on the business of retailing or wholesaling used property limited to used furniture, clothing, costume jewellery, knickknacks, footwear, and houseware items such as dishes, pots, pans, cooking utensils, and cutlery, but does not include Antique Dealer.

Secondhand Dealer - Class 5 means a person who carries on the business of retailing or wholesaling used property limited to used clothing, furniture, costume jewellery, footwear, and houseware items such as dishes, pots, pans, cooking utensils, and cutlery, and who obtains all such property only from or through a “registered charity” defined under the *Income Tax Act (Canada)* or by donation.

Secondhand Dealer - Class 6 means a person who carries on the business of retailing new property but who takes in trade or buys used property that is similar to the new property being retailed, but does not include Antique Dealer.

Security Services means a business providing services related to the security of a person or real property.

Self-Serve Station means an area on the licensed premises where customers may obtain utensils for themselves.

Sex Paraphernalia means any item that simulates or is a reproduction of any human sex organ and includes dildos, vibrators, marital aids, or any other item designed to promote or assist any type of sexual activity.

Sexual Conduct means sexual intercourse or physical contact with a person's clothed or unclothed genitals or pubic area.

Shooting Gallery means any building, room or place where the shooting or firing of any gun, rifle, or similar device is permitted for hire or gain, whether the said building, room or place is devoted exclusively to the shooting of guns, rifles or similar devices or not.

Shopping Bag means a bag used for the purpose of transporting items sold or otherwise provided to a customer by a licence holder, including take-out and to-go food, delivery of food, and leftovers from a meal, and customarily provided by a licence holder at the point of sale or when items ordered by telephone or internet-based ordering platforms are retrieved from the licence holder by the customer or a delivery service, but does not include:

- (a) bags used to:
 - (i) contain loose bulk items such as fruit, vegetables, nuts, grains, or candy,
 - (ii) contain loose small hardware items such as nails and bolts,
 - (iii) protect bakery goods that are not pre-packaged prior to the point of

- sale,
 - (iv) contain or wrap frozen foods, meat, poultry, or fish, whether pre-packaged prior to the point of sale or not,
 - (v) wrap flowers or potted plants,
 - (vi) transport live fish,
 - (vii) protect newspapers or other printed material intended to be left at the customer's residence or place of business, or
 - (viii) protect clothes after professional laundering or dry cleaning; or
- (b) packages of at least 5 bags sold for use at the customer's home or business, including garbage bags, bin liners and pet waste bags.

Short Term Rental Accommodation means temporary accommodation in a dwelling unit, or in a bedroom or bedrooms in a dwelling unit, but does not include temporary accommodation in any **Bed and Breakfast Accommodation** or any **Hotel or Motel**.

Short Term Rental Accommodation Operator means a person who carries on the business of providing **Short Term Rental Accommodation**.

Simulated Games means machines or activities that simulate an experience, and includes virtual reality experiences, but does not include Simulated Sports or games or machines displaying a sex object.

Simulated Sports means games or activities involving the use of baseball batting cages, basketball courts, hockey rinks, golf simulators, miniature golf, climbing walls and similar sports related games and activities.

Single Detached House has the same meaning as in the Zoning and Development By-law.

Single Room Accommodation Operator means a person who provides rental housing to tenants in designated rooms.

Single-Use Plastic Beverage Straw means a tube made wholly or partially from either plastic derived from fossil fuels or plastic derived from biomass, including corn, sugarcane or other plants, used to transfer a beverage from a container to the mouth of the person drinking the beverage and ordinarily or customarily used for its intended purpose only once before being disposed as solid waste.

Single-Use Utensil includes a spoon, fork, knife or chopstick made from any materials and ordinarily or customarily used for its intended purpose only once before being disposed as solid waste.

Sleeping Unit has the same meaning as in the Zoning and Development By-law.

Small Bird means a canary, cockatiel, finch, parakeet, or lovebird.

Small Paper Bag means any bag made out of paper that is less than 15 centimetres by 20 centimetres when flat.

Small-scale Pharmacy means a **Pharmacy** that has a total gross store area of less than 600 m².

Social Escort means any person who, for a fee or other form of payment, escorts or

accompanies another person, but does not mean a person providing assistance to another person because of that other person's age or disability.

Social Escort Agency means any business that carries on the business of providing, or offering to provide, the services or the names of persons to act as escorts for other persons.

Soliciting for Charity means the act of canvassing or soliciting for the purpose of collecting or receiving money or property of any kind, the whole or any part of which either directly or indirectly is, or is intended to be, used or disposed of for any charity, relief or benefit, or any philanthropic, patriotic, religious or educational purpose.

Solid Waste has the same meaning as in the Solid Waste By-law.

Special Events means the use of premises for a one-time special event or infrequently occurring special event, including combat sports, circus or rodeo, concerts, contests, fairs, games, dance events, lectures, musical or theatrical performances or shows, Arts and Culture Indoor Event and Late Night Dance Event.

Sports and Fitness Instruction means a business providing sports or fitness instruction, but does not include a Fitness Centre.

Standard Hours Liquor Establishment means a **Standard Hours Liquor Establishment – Class 1, Standard Hours Liquor Establishment – Class 2, Standard Hours Liquor Establishment – Class 3, Standard Hours Liquor Establishment – Class 4, Standard Hours Liquor Establishment – Class 5, Standard Hours Liquor Establishment – Class 6, Standard Hours Liquor Establishment – Class 7, and Standard Hours Liquor Establishment – Class 8.**

Standard Hours Liquor Establishment – Class 1 means a business the primary purpose of which is the sale and service of alcoholic drinks to customers for consumption on the premises where the person capacity does not exceed 65, and to which certain impact reduction measures and other requirements set out in section 21.3 apply.

Standard Hours Liquor Establishment – Class 2 means a business the primary purpose of which is the sale and service of alcoholic drinks to customers for consumption on the premises where the person capacity does not exceed 150, and to which certain impact reduction measures and other requirements set out in section 21.3 apply.

Standard Hours Liquor Establishment – Class 3 means a business the primary purpose of which is the sale and service of alcoholic drinks to customers for consumption on the premises where the person capacity does not exceed 300, and to which certain impact reduction measures and other requirements set out in section 21.3 apply.

Standard Hours Liquor Establishment – Class 4 means a business the primary purpose of which is the sale and service of alcoholic drinks to customers for consumption on the premises where the person capacity does not exceed 500, and to which certain impact reduction measures and other requirements set out in section 21.3 apply.

Standard Hours Liquor Establishment – Class 5 means a business the primary purpose of which is the sale and service of alcoholic drinks to customers for consumption on the premises where the person capacity does not exceed 950, and to which certain impact reduction measures and other requirements set out in section 21.3 apply.

Standard Hours Liquor Establishment – Class 6 means a business the primary purpose of which is the sale and service of alcoholic drinks to customers for consumption on the premises where the person capacity exceeds 950, and to which certain impact reduction measures and other requirements set out in section 21.3 apply.

Standard Hours Liquor Establishment – Class 7 means a business located in a club which includes the sale and service of alcoholic drinks to customers for consumption on the premises, and to which certain impact reduction measures and other requirements set out in section 21.3 apply.

Standard Hours Liquor Establishment – Class 8 means a community association with an arts and culture mandate, or a business the primary purpose of which is the sale of works of art, that includes the sale, or offering for sale, of liquor for consumption on the premises pursuant to a liquor primary licence under the BC Liquor Control and Licensing Regulation, and to which certain impact reduction measures and other requirements set out in section 21.3 apply.

Steam Bath means any premises that provide a Turkish, Russian, vapour, sweat, salt or sauna bath for a fee.

Street Vendor means a business selling food or any other items on a street in accordance with the Street Vending By-law.

Tanning Salon or Tattoo and Piercing Studio means a business using cosmetic skin techniques, including tanning booths, body branding, tattooing or piercing.

Taxbuyer means a person carrying on the business of purchasing or otherwise acquiring, by way of assignment or any other method, another person's right to claim and receive a refund of tax paid pursuant to the *Income Tax Act* of Canada which is due to such other person, but does not include a person licensed under any statute other than the *Vancouver Charter* to perform that or a similar function, nor shall it include a "broker" or "collection agent" as defined in this by-law.

Temporary Filming Company means a business that hires a **Trade Contractor** to do electrical work at a site where filming is taking place.

Tenant Listing Service means any person who, by contract or agreement and for a fee, provides information to landlords respecting persons seeking residential accommodation.

Theatre means premises used for presenting performing arts, motion pictures, other media arts or presentations before a live audience, including **Adult Theatre** and **Neighbourhood Theatre**.

Therapeutic Touch Technique Practitioner means a person who uses therapeutic touch techniques, including shiatsu, reflexology, bio kinesiology, hellework, polarity, reiki, rolfing and the trager approach.

Tourism Services means a business selling, arranging or chartering tours, transportation or accommodation for travellers, or conducting tours.

Townhouse has the same meaning as in the Zoning and Development By-law.

Trade Contractor means a person carrying on the business of performing electrical, gas, plumbing or sprinkler work who is qualified and certified in accordance with applicable

provincial and industry requirements.

Transient Peddler means any person who, being an agent for any non-resident manufacturer or dealer, sells any goods, wares or merchandise in the City, or who offers the same for sale by sample or description or otherwise, for or on account of any merchant or other person selling direct to the consumer and not having a principal place of business within the City. Any commercial traveller or canvasser, whether acting by himself or herself or as an agent for any firm or corporation, who takes orders for any goods or for any finished article whatsoever to be delivered to the consumer, and which are to be manufactured, made or completed in some place outside the Province by any merchant or manufacturer or other person not having his or her principal place of business within the City, shall be deemed to be a transient peddler. A bona fide commercial traveller in the ordinary course of business selling or taking orders from bona fide merchants carrying on trade or business either wholesale or retail within the City shall be deemed not to be a transient peddler.

Transient Trader means any person who by themselves or through an agent occupies premises or trades in the City for temporary periods and who offers for sale goods or merchandise of any description by auction or any other manner whatsoever and whether or not such sale is conducted by themselves or a licensed auctioneer.

Transportation and Logistics is a licence category that includes **Parking Area or Garage, Logistics Services, Marina Operator, Transportation and Support Services** and **Warehouse Operation**.

Transportation and Support Services means a business providing goods or passenger transportation and related support services, including air, rail, truck or marine transportation, **Public Bike Share, Passenger Directed Vehicle Services**, cruise ship supplies, parking enforcement services, marine towing, marine maintenance or repair of motorized vessels, navigational services, road support services, ship chandler or stevedore.

Transportation Network Services has the same meaning as in the *Passenger Transportation Act*.

Triplex has the same meaning as in the Zoning and Development By-law.

Urban Farm means **Urban Farm – Class A** and **Urban Farm – Class B**.

Urban Farm - Class A has the same meaning as in the Zoning and Development By-law.

Urban Farm - Class B has the same meaning as in the Zoning and Development By-law.

Vehicle means any device, in, upon or by which any person or property is, or may be transported or drawn upon a street irrespective of the motive power.

Vehicle Dealer means a person who carries on the business of selling or renting motor vehicles, including cars, trucks, motorcycles, mopeds, boats, recreation vehicles, and recreation trailers.

Vehicle Repair, Detailing and Washing Services means a business that repairs, paints or washes vehicles or vehicle parts.

Venue means a business that is located in a stadium, arena, convention center or theater

that sells alcoholic drinks to customers for consumption on site.

Veterinarian means a veterinarian registered under the *Veterinarians Act* of British Columbia.

Warehouse Operation means a business that receives and stores foodstuffs or other goods for a fee, and includes packing or packaging related services.

Waste Collection and Hauling a business collecting, removing, transporting, or disposing refuse, garbage, organics, recyclables, sewage or other waste, including junk removal, scavenging, waste collection, hauling and disposal.

Wholesale Dealer means a business selling any commodity to retail dealers, other wholesale dealers, contractors or manufacturers for use in their business.

Yard Waste has the same meaning as in the Solid Waste By-law.

Zero Emission Vehicle means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source, or a motor vehicle that has been approved by the City Engineer as a zero emission vehicle.

APPENDIX B

DUTIES AND RESPONSIBILITIES

3. (1) No person shall carry on within the City any business, trade, profession or other occupation without holding a subsisting City license therefor.
- (2) Every person applying for a licence shall, at the time of making the application, pay to the City a non-refundable application fee as specified in Schedule “B” of this by-law and the fee for such business, trade, profession or other occupation as specified in Schedule “A” of this by-law.
- (3) Every person who operates more than one store, branch, premises or place of business in respect of any business, trade, profession or other occupation shall take out a separate license in respect of each such separate store, branch, premises or other place of business.
- (4) A person who operates, in a single store, premises or place of business, a business that includes more than one licence type or business activity, must apply for and obtain separate licences in respect of each licence type or business activity carried on in the store, premises or place of business.
- (5) A person who changes the nature of their business to a licence type or business activity that is different than the business for which a business licence has been

issued, must apply for and obtain a new or modified business licence and pay the applicable fees.

- (6) A person who is employed on a salary basis by some other person shall be deemed not to be carrying on a profession.
- (7) Notwithstanding any other provision of this by-law, any Tourism Services business that includes chartered boats must also obtain a separate business licence for each chartered boat.
- (8) Notwithstanding any other provision of this by-law, any Retail Dealer business that includes peddlers must also obtain a separate business licence for each peddler.
- (9) Notwithstanding any other provision of this by-law, any Retail Dealer - Food business that includes Peddler - Food must also obtain a separate business licence for each Peddler - Food.
- (10) Notwithstanding any other provision of this by-law, any Marina Operator business that includes live-aboard boats must also obtain a separate business licence for each live-aboard boat.
- (11) Notwithstanding any other provision of this by-law, any Bingo Hall/Casino/Horse Racing business must also obtain a separate business licence for each bingo hall, casino or horse racing business on the premises.
- (12) Notwithstanding any other provision of this by-law, any Retail Dealer business must also obtain a separate business licence for each Retail Dealer – Cannabis Peddler, Pet Store, Public Market, Transient Peddler or Transient Trader on the premises.
- (13) Notwithstanding any other provision of this by-law, any Retail – Used Goods business must also obtain a separate business licence for each Pawnshop, Secondhand Dealer - Class 1, Secondhand Dealer - Class 2, Secondhand Dealer - Class 3, Secondhand Dealer – Class 4, Secondhand Dealer – Class 5 or Secondhand Dealer – Class 6 on the premises.
- (14) Notwithstanding any other provision of this by-law, a public bike share shall only require one license under this by-law to operate any number of public bike share stations.
- (15) Notwithstanding any other provision of this by-law, a street vendor shall only require one licence under this by-law to operate at more than one location on the street in accordance with sections 4.5 and 4.6 of the Street Vending By-law.
- (16) No owner of any premises shall permit, suffer or allow the undertaking of any business, trade, profession or other occupation at said premises unless the person carrying on the business, trade, profession or other occupation holds a subsisting City licence therefor.

No person shall knowingly provide false or misleading information in an application for a business licence.

APPENDIX C

DRAFT By-law to amend the Business Premises Regulation of Hours By-law regarding amendments to streamline business licence categories in the Licence By-law

THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

1. This by-law amends the indicated provisions of Business Premises Regulation of Hours By-law No. 8022.
- 2.
3. Council strikes out section 6 and substitutes the following:
- 4.

“Regulation of hours

6. The following classes of business premises in the following designated areas may remain open for business only during the following hours on the following days, and must otherwise be closed for business:

Class of business premises	Designated Area	Hours and day
Business premises of each of the following businesses as defined in the License By-law: Barber Shop or Beauty Salon Bottle Depot Cheque Cashing Centre Dating Service	Downtown Eastside	6:00 a.m. to 2:00 a.m. each day

<p>Fitness Centre Laundry Services Limited Service Food Establishment Postal Rental Agency Restaurant Retail Dealer Retail Dealer Food Social Escort Agency Tanning Salon/Tattoo and Piercing Studio Theatre</p>		
<p>Business premises of each of the following businesses as defined in the Secondhand Dealers and Pawnbrokers By-law:</p> <p>Pawnbroker Secondhand Dealer</p>	<p>Downtown Eastside</p>	<p>6:00 a.m. to 2:00 a.m. each day</p>
<p>Business premises of:</p> <p>Standard Hours Liquor Establishment Extended Hours Liquor Establishment</p>	<p>Downtown Eastside (DEOD)</p>	<p>11:00 a.m. to 12:00 a.m. from Sunday to Thursday 11:00 a.m. to 1.00 a.m. on Friday and Saturday</p>
<p>Business premises of:</p> <p>Standard Hours Liquor Establishment</p>	<p>Downtown – Primarily Commercial Non-Downtown – Primarily Commercial and Industrial</p>	<p>11:00 a.m. to 2:00 a.m. each day</p>
<p>Business premises of:</p> <p>Extended Hours Liquor Establishment</p>	<p>Downtown – Primarily Commercial Non-Downtown – Primarily Commercial and Industrial</p>	<p>9:00 a.m. to 3:00 a.m. each day</p>
<p>Business premises of:</p> <p>Standard Hours Liquor Establishment</p>	<p>Downtown – Primarily Mixed Use</p>	<p>11:00 a.m. to 1:00 a.m. from Sunday to Thursday 11:00 a.m. to 2:00 a.m. on Friday and Saturday</p>

APPENDIX D

Business Licensing Policy Framework

1.0 Purpose

The purpose of the Business Licensing Policy Framework is to:

- a) Guide the City of Vancouver on the development, administration and assessment of business licensing regulations and procedures; and
- b) Provide guidance to businesses and the public on the outcomes and value of business licensing.

2.0 Authority

The [Vancouver Charter](#), a provincial statute, provides the City of Vancouver with the authority to provide for a system of business licensing, to regulate and prohibit businesses, and to set and collect fees for the purpose of issuing a business licence. Pursuant to that power, the City's [License By-law](#) and [Vehicles for Hire By-law](#) require all businesses, owners and operators of vehicles for hire in Vancouver to acquire a business licence, pay the prescribed licence fee and comply with municipal regulations. It is an offence to operate a business in Vancouver without a business licence.

3.0 Value of business licensing

Business licensing is valuable and beneficial for businesses, their customers and the community at-large:

- Business licences help ensure that businesses operate in locations approved for their type of business under municipal land-use regulations as well as comply with the City's building, fire, health and safety regulations. **This helps protect the health and safety of business owners and employees, their customers as well as the neighbours of local businesses;**

- Acquiring a business licence lets customers know you are a **responsible business owner who is dedicated to the well-being of the local community**;
- Business licence fees help **generate revenue for the City to primarily fund the City's business licensing operations**. Revenue above costs also help contribute to a balanced budget across the City; and
- The **business data generated from business licensing is available for the public in Open Data** and can be used for diverse purposes including business planning, market and socio-economic research.

4.0 Guiding Principles

In developing, administering and assessing business licensing regulations and procedures, the City of Vancouver will be guided by the following principles:

- **Improve the client experience for local businesses:** The City of Vancouver wants to enable businesses and local economic development. Whenever possible, this will be achieved through the provision of prompt, efficient and high-quality licensing services;
- **Ensure business licensing regulations and processes have value:** Business licensing regulations and processes must be relevant to the local context, be risk-based, timely, and meet a legitimate purpose, which may include public health and safety, consumer protection, nuisance control, and alignment with the priorities of Council and Vancouver residents;
- **Apply a reconciliation and equity lens:** Vancouver is located on the unceded lands of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and səliłwətał (TsleilWaututh) peoples. It is home to many equity-denied groups, including Indigenous, Black and racialized peoples, women and gender-diverse groups, and people with disabilities. The City of Vancouver was designated a City of Reconciliation when the [Reconciliation Framework](#) was adopted by Council in 2014. Council also adopted the [Equity Framework](#) in 2021 to define the City of Vancouver's orientation to this work. On October 25, 2022, Council also passed the [United Nations Declaration on the Rights of Indigenous Peoples \(UNDRIP\) Strategy](#) to guide the implementation of UNDRIP at the City of Vancouver. These frameworks and strategies will inform policy development around business licensing at the City of Vancouver; and
- **Be responsive to emerging trends:** Business licensing at the City of Vancouver will be made more future-proofed and resilient in terms of enabling emerging and changing business types.

5.0 Concrete outcomes

By applying the guiding principles, the City of Vancouver aims to achieve the following concrete outcomes:

- a) A **business classification system** that is easy to understand;
- b) **Licence fees** that are appropriate, predictable, and generate revenue that enable the City to provide high-quality civic services;
- c) **Business licensing regulations** that are streamlined, proportionate and consistent with other regulations inside and outside the City;

- d) A **by-law** that utilizes modernized, user-friendly and non-discriminatory language and formatting;
- e) **Business licensing processes** (e.g. inquiries, application and renewals) that are streamlined and digitized to reduce processing times;
- f) **Policies** informed by City of Vancouver strategies and frameworks aimed at reconciliation and equity; and
- g) A **robust and standardized framework** for amending business licensing regulations and processes that is able to adapt well into the future.