

Modernizing Business Licence & Regulation Bylaw No. 12585

October 23, 2023

Recent Updates to City Bylaws and Policies

Bylaw/Policy	Date Adopted
Official Community Plan	January 2022
Zoning Bylaw 12375	September 2022
Development Applications and Heritage Procedures Bylaw 12310	June 2022
Public Notification & Consultation for Development Applications Policy 367	June 2022
Subdivision Development & Servicing bylaw 7900	August 2023

Principles of the Business Licence Bylaw Re-write:

- ▶ Enhanced Clarity and User-friendly Experience
- ▶ Simplified Licence Categories
- ▶ Streamlined Fee Structure
- ▶ Aligned Administrative Fees

Enhanced Clarity and User-Friendly Experience

- ▶ Modernized language so that bylaw is comprehensible to a broad audience, including businesses, city staff, and the public.
- ▶ Aligned with Zoning Bylaw no. 12375 regulations and definitions to create synergies between regulations.
- ▶ Increased transparency of process by enhancing section that outlines procedures for refusals, cancellations, suspension, and Council reconsiderations.

Simplified Licence Categories

- ▶ Existing licence categories are out of date
- ▶ Updated and added categories for contemporary business models
- ▶ Streamlined 144 categories down to 33
- ▶ Results is simplification of the application process

Old Bylaw	New Bylaw
138	33

Streamlined Fee Structure

- ▶ Modernized and updated fees to reflect services provided
- ▶ Removed fee calculations based on square footage, number of employees, etc.
- ▶ Proposing a new base standard fee consistent within region and province, including application fee, transfer and inspection fee

Fee	Current	Recommended
Base Standard Licence Fee	\$127.51	\$160.00
Standard CPI Adjustment	N/A	\$221.31

Assessment of Base Fees

Table 1: Summary of Base fees for Okanagan Municipalities and other BC Municipalities

No.	Okanagan Municipalities	Annual Licence Base Fee (\$)
1.	West Kelowna	Tier 1: \$60 Tier 2: \$135 Tier 3: \$360
2.	Penticton	\$175.95
3.	Lake Country	\$110.25
4.	Vernon	\$115
5.	Peachland	\$112
6.	Summerland	\$125
No.	Other BC Municipalities	Annual Licence Base Fee (\$)
7.	Nanaimo	\$165
8.	Abbotsford	\$130
9.	Coquitlam	L1: \$92 L2: \$173 L3: \$227
10.	Victoria	\$140
11.	Saanich	Small: \$100 Large: \$200
12.	Chilliwack	\$100
13.	Langley	\$217.50

Benefits of New Business Licensing Bylaw No. 12585

Benefit	Impact
Enhance Clarity	Reduce confusion, promoting compliance and understanding for businesses and City staff alike.
Streamline Fees	Simplifies calculations, making it easier for businesses to understand their obligations and for City staff to administer, promoting efficient resource allocation.
Improve User Experience	Simplifies the application process, reducing the burden on businesses and promoting compliance.
Align with Best Practices	Comparisons with fees in similar-sized municipalities demonstrate that the proposed fees are competitive, fostering a favorable business environment.

Notification and Consultation

- ▶ Legislative requirement to provide opportunity for persons affected to make representation
- ▶ Notify Chamber of Commerce and Business Improvement Areas
- ▶ Publish newspaper advertisements in Daily Courier City-in-Action section on October 25th and November 1st
- ▶ Written comments to be submitted by end of day November 3rd

Update to Bylaw Notice Enforcement Bylaw No. 10475

- ▶ Update to align penalties with new sections of Bylaw No. 12585
- ▶ Add a new penalty for “marketing without a valid business licence”
- ▶ Purpose is to achieve compliance for those who are marketing without a valid licence



Questions?

For more information, visit kelowna.ca.