



# TOWNSHIP OF WILMOT

Development Services Department  
60 Snyder's Road West  
Baden, ON N3A 1A1  
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[www.wilmot.ca/planning](http://www.wilmot.ca/planning)

Application Number: \_\_\_\_\_

Date Received: \_\_\_\_\_

## APPLICATION FOR CERTIFICATE OF OCCUPANCY

Farm Related Occupation (\$75.00)                       Home Occupation (\$75.00)

1. Property Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Preferred method of communication:       Regular mail       Email

2. Property Description:

Lot: \_\_\_\_\_ Concession: \_\_\_\_\_ Block: \_\_\_\_\_

Registered Plan: \_\_\_\_\_ Lot(s): \_\_\_\_\_ Block(s): \_\_\_\_\_

Reference Plan: \_\_\_\_\_ Part(s): \_\_\_\_\_

Street Address: \_\_\_\_\_

3. Give brief but complete description of proposed use:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. If home occupation is proposed, use will be:

Within existing house                       Yes     No

Within an accessory building               Yes     No

Floor area of dwelling: \_\_\_\_\_

Floor area to be used: \_\_\_\_\_

5. If farm related occupation is proposed, show the following information on a plan to be submitted with this application:

- a) size and true shape of property
- b) size and shape of the area to be used for the farm related occupation
- c) size and location of all existing and proposed buildings on the property
- d) size and location of parking areas

6. Will there be any employees other than the owner/occupant of the subject property involved in this farm related or home occupation?

Yes *if yes, number* \_\_\_\_\_  No

7. If the home occupation involves the preparation or processing of products for human consumption, the Township requires Health Unit approval of your operation. Please contact the Regional Health Unit at 519-883-2008 to obtain this approval and attach a copy of the approval to this application.

8. Owner Declaration

I, \_\_\_\_\_, hereby certify that the above statements are true and accurate. I also certify that I have read Section 6.17 and/or 6.21 of the Zoning By-law No. 83-38 and agree to comply with those regulations for this proposed use.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

**6.20 Regulations for a Home Occupation**

No person or persons shall have, conduct or establish a home occupation except in conformity with the following regulations:

6.20.1 That such home occupation shall be located entirely within dwelling unit or an accessory building.

6.20.2 That the maximum floor area devoted to a home occupation shall be as follows:

Residential Building – Single Detached	50m <sup>2</sup> , or 25 percent of the floor area of the dwelling unit, whichever is lesser
Residential Building – Semi-Detached	35m <sup>2</sup> , or 25 percent of the floor area of the dwelling unit, whichever is lesser
Residential Building – Duplex, Triplex, Fourplex, Apartment and Townhouse	25m <sup>2</sup> , or 25 percent of the floor area of the dwelling unit, whichever is lesser

6.20.3 That such home occupation shall only be conducted by the permanent residents of the dwelling unit to which the use is accessory, and that there shall be no employees operating in or from the premises at any time.

6.20.4 That there shall be no display material visible from a public street.

6.20.5 That the type, location, size and number of signs shall be regulated by the Township Sign By-law 2002-68, or its successor.

6.20.6 That there shall be no outdoor storage of goods or materials.

6.20.7 That no retail sales or wholesale merchandising shall take place from the premises.

6.20.8 No home occupation shall be permitted until a Certificate of Occupancy has been issued by the Township. No change in use shall be made without the issuance of a new Certificate of Occupancy.

6.20.9 That no machinery or mechanical equipment of any kind other than household, hobby or office equipment shall be used on the premises in connection with such home occupation.

6.20.10 That no exterior alterations shall be made to the building or premises in connection with a home occupation which would change the character of the building or premises as a residential building or lot.

6.20.11 That repair of vehicles, or the operation of an auto body repair shop is expressly prohibited as a home occupation.

6.20.12 That off-street parking shall be provided in accordance with Section 6.12.

6.20.13 A home occupation shall not include more than three customers or clients in attendance on a lot at any one time.

## 6.24 Regulations for Farm-Related Occupations

In any zone where a farm-related occupation is a permitted use, such occupation shall be established only in conformity with the following:

- 6.24.1 All buildings, structures, storage, parking and loading areas used in connection with a farm-related occupation shall not occupy a lot area exceeding 0.2 hectares.
- 6.24.2 The farm occupation shall be for the exclusive use of the occupant of the farm to which it is an accessory use, and only occupants of the farm and employees engaged in the farming use to which the farm occupation is accessory are to be permitted to operate from the premises at any time.
- 6.24.3 No farm-related occupation shall be permitted until a Certificate of Occupancy has been issued by the Township. No change in use shall be made without the issuance of a new Certificate of Occupancy.
- 6.24.4 Any building or structure erected or used in connection with a farm-related occupation shall be located to the rear of the front yard or exterior side yard setback established by this By-law and in no case closer to the road than the wall of the existing building closest to the road.
- 6.24.5 Specific uses permitted as a farm-related occupation, shall include those manufacturing, fabricating, assembly, storage or repair enterprises, and/or those retail, wholesale or service enterprises which conform to the definition of a "Farm-Related Occupation" contained in this By-law, except that the following uses are specifically prohibited:
  - (a) a use which would require for its operation a standard of services (particularly water supply and waste disposal) which the municipality is unable or unwilling to provide;
  - (b) the recycling of animal products or a rendering plant;
  - (c) the recycling or refining of petroleum products;
  - (d) a junk, scrap, salvage or wrecking yard.