



## HOME OCCUPATION QUESTIONNAIRE

### Applicant and Property Owner Information

Applicant's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_  
Postal Code: \_\_\_\_\_ Email: \_\_\_\_\_  
 I consent to receive notification at the email provided above.  
 Applicant is the registered Owner: (If applicant is not the owner Owner's authorization with signature required)

### Property Description

Civic Address: \_\_\_\_\_ Legal Description: Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_  
(If applicable) Long Legal: \_\_\_\_\_  
What is the District/Zone of the property: \_\_\_\_\_

### Development Information

Please describe, in detail, the nature of the proposed business: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
This business is my:  Primary Occupation  Secondary Occupation  
Will the business have employee(s) that do not reside at the residence? Y / N If yes, how many? \_\_\_\_\_  
Will the business have clients or customers coming to the residence? Y / N  
If yes, how often? \_\_\_\_\_/day \_\_\_\_\_/week \_\_\_\_\_/month  
What will the hours of operation be? \_\_\_\_\_ Which days of the week? \_\_\_\_\_  
Where will clients/customers park?  Driveway  On-Street  Other \_\_\_\_\_  
Do you use a vehicle(s) in the operation of your business? Y / N If yes, where will it be parked? \_\_\_\_\_  
Will the storage of goods, materials or tools be required in the operation of the business? Y / N  
If yes, please indicate the types required: \_\_\_\_\_  
If yes, where will they be stored?  House  Garage  Yard  Other \_\_\_\_\_  
Is there a sign advertising the business on site or on the building? Y / N  
If yes, please provide a site plan that includes: Size, location, layout (show on elevation drawings, site plans)  
Additional Comments: \_\_\_\_\_  
\_\_\_\_\_

### Additional Requirements

- A floor plan indicating what area of the home will be used for the business. Include dimensions to be used in conjunction with your business
- Include a site plan of your property, showing existing buildings (labelled), indicate on-site available parking areas as well as any signage locations.

I/We acknowledge that all the information provided is accurate and if there are any changes to the operation, I/We will notify the Development Authority or Town Office.

\_\_\_\_\_  
Signature of Applicant

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

\_\_\_\_\_  
Applicant's Name (Please Print)

\_\_\_\_\_  
Owner's Name (Please Print)

#### Collection and use of personal information

Personal information required by the Town of Redwater application forms is collected under authority of sections 33(a) and (c) of the Alberta Freedom of Information and Protection of Privacy (FOIPP) Act. Your personal information will be used to process your application(s). Please be advised that your name, address and details related to your application may be included on reports that are available to the public as required or allowed by legislation. If you have any questions, please contact the Town's Development Officer at (780) 942-3519