

CITY OF BURNABY

BYLAW NO. 14350

A BYLAW to amend the Business Licence Bylaw

The Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY BUSINESS LICENCE BYLAW 2017, AMENDMENT BYLAW NO. 2, 2021.**

2. The Burnaby Business Licence Bylaw 2017, as amended, is further amended:

- (a) at Section 2.1 by repealing the definition of “renewal licence” and replacing it with the following:

“**renewal licence**” “means a licence issued to a **business** under this **Bylaw** after the expiry of the **initial business licence** or previous **renewal licence** for the **business**”

- (b) by repealing subsection 4.1(b) and substituting the following:

“(b) be signed or submitted by an owner or operator of the **business** or an agent authorized in writing by an owner or operator;”

- (c) by repealing subsections 5.3(d)(B)(iii) and (iv) and replacing them with the following:

“(iii) convert the **conditional business licence** to an **initial business licence** or a **renewal business licence**, as applicable, prior to the expiry of the **conditional business licence** if the **Chief Licence Inspector** determines that no further information, documentation or inspection is required in respect to the **business** or **business premises**; or”

- (d) by repealing subsection 6.1(a) and replacing it with the following:

“(a) the validity period for an **initial business licence** is as follows:

Application for business licence received on or before 15 th day of month	Valid until the next calendar year on the last day of the
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	month preceding the application date
Application for business licence received on or after 16 th day of month	Valid until the next calendar year on the last day of the month in which the application was received
House rental licence (per Schedule B of this Bylaw)	Valid to December 31 of year in which the application was received

- (e) by repealing subsection 6.1(d) in its entirety and replacing it with the following:

“(d) a **renewal licence** is valid for a period of twelve (12) consecutive months.”

- (f) by repealing Section 6.2 and replacing it with the following:

“6.2 Every holder of an **initial business licence** and **renewal licence** shall obtain a **renewal licence** for the **business** prior to the expiry of such **business licence** by paying the **renewal licence** fee for the category of **business**, as set-out in in the BURNABY BUSINESS LICENCE FEES BYLAW 2017.”

- (g) by repealing sections 6.3 and 6.4 and replacing them with the following:

“6.3 Except for **renewal licence** fees payable between December 31, 2021 and May 31, 2023, a late payment fee as set-out in the BURNABY BUSINESS LICENCE FEES BYLAW 2017 is payable for any **renewal licence** fee that is not paid by the expiry date of the **business licence**.

6.4 If the holder of an **initial business licence** or **renewal licence** does not pay the **renewal licence** fee and late payment fee, if applicable, for the **business** within 30 days of the **renewal licence** fee due date, the **business licence** is cancelled effective the end of the 30 day period and thereafter, the holder shall not continue to operate the **business** without first applying for a **business licence** in accordance with Part 4 of this **Bylaw**, including payment of the application fee and **initial business licence** fee.”

(h) by adding the following after Section 6.5:

“6.6 For **business licences** with an expiry date of December 31, 2021, the **Chief Licence Inspector** shall have the authority to establish **renewal licence** validity periods of six (6) months to seventeen (17) months from the expiry date, and thereafter, the **renewal licences** for such **businesses** shall be valid for periods of twelve (12) consecutive months.”

(i) by repealing subsection 9.5(b) and replacing it with the following:

“(b) where the **Chief Licence Inspector** cancels a **conditional business licence** pursuant to subsection 5.3(d)(ii) of this **Bylaw** within the first twelve (12) months of issuance of the **conditional business licence**, the applicant will receive a partial refund of the **initial business licence** fee, prorated from the date of cancellation to the expiry date of the **conditional business licence**.”

3. This Bylaw shall come into force and effective on September 13, 2021.

Read a first time this	day of	, 2021
Read a second time this	day of	, 2021
Read a third time this	day of	, 2021
Reconsidered and adopted this	day of	, 2021

MAYOR

CLERK