

In Home Personal Services – Spa Services Business Licence Guide

What to expect when applying for an in-home salon or spa licence

In Home Personal Services - Spa Services

Under the Maple Ridge Zoning Bylaw, Home Occupation regulations allow Personal Services as a Home Based Business.

- **Personal Services** means a use providing individualized services to a recipient.
- **Spa Services** means the provision of specific services to a person including but not limited to body painting, esthetics, eyebrow and eyelash services, manicures, pedicures, reflexology, reiki, and massage therapy.
- The following services **are not permitted** under a home occupation business licence:

Body Modification - Altering a person's body for non-medical purposes, and includes but is not limited to piercing, tattooing and micro-pigmentation services.

Unaccredited massage - Permitted massage includes certification/accreditation received from a licensed or registered organization under the statute of the Province of British Columbia governing such activities, gives medial, therapeutic or cosmetic massage treatment. It also includes certification /accreditation received from a certificate, diploma or degree from a university governed under the University Act; a college governed under the College and Institute Act; or an accredited career training institute governed under the Private Career Training Institutions Act that reflects significant training in the giving of medical, therapeutic or cosmetic massage treatment.

Dog Daycare, Overnight Animal Boarding of Dogs, and Kennels Adult Entertainment and Pawnshops

HOME OCCUPATON REGULATIONS – PERSONAL SERVICES				
Property Type	TYPE 1 (Apt & Townhouse)	TYPE 2 (LOT SIZE UNDER 1, 200 m²)	TYPE 3 (LOT SIZE OVER 1, 200 m²)	
Location	Per dwelling unit	Per dwelling unit & accessory building	Per dwelling unit & accessory building	
Size (based on gross floor area)	30% up to 50m² (538 ft²)	30% up to 50m² (538 ft²)	45% up to 100m² (1,076 ft²)	
Daily Visits (by appointment)	Not Permitted. Mobile Only	10 clients per day	16 clients per day	
# of Non-resident Employees permitted on-site	1 Subject to off-street parking bylaw	2 Subject to off-street parking bylaw	3 Subject to off-street parking bylaw	
Signage	Subject to Sign Bylaw	Subject to Sign Bylaw Subject to Sign Bylaw		

City of Maple Ridge Updated Apr 2025

11995 Haney Place, Maple Ridge, BC V2X 6A9 Tel: 604-467-7440 or 604-467-7305 Fax: 604-467-7445

Email inquiries: buslic@mapleridge.ca Web Site: mapleridge.ca



In Home Personal Services – Spa Services Business Licence Guide

What to expect when applying for an in-home salon or spa licence

Application Pre-Checks

- **Zoning** Confirm that your property has the correct zoning to operate a home based personal service business. Planning department staff can assist you.
- **Personal Service Business** Must be operated by a resident of the property.
- **City Permits** It is strongly recommended that you confirm the space intended for the business was constructed and approved under City permits. A basement area or secondary suite to be used for the purpose of business **must** be finished with the benefit of permits. Contact Building department staff to verify.
- **Floorplans** If you require copies of any floorplan drawings held on file by the City, please review the Access to Building Department Records Guide.
- **Fraser Health** You must contact the local branch of the Fraser Health Authority and speak with an Environmental Health Officer to discuss their requirements for a personal service establishment.
- **Business Licence Bylaw** It is recommend that you review the City's <u>Business Licencing & Regulation</u> <u>Bylaw 6815-2011</u>

Business Licence Process

- **Applications** Submit a City of Maple Ridge <u>Business Licence Application Form</u> with a **floorplan** detailing the space used for the business along with supporting certification/accreditation and the minimum business licence payment of \$110.
- **Building, Electrical, Plumbing and Gas inspections** Inspections & approvals by a City Building, Electrical, and/or Plumbing/Gas Inspector may be necessary. City staff will contact you to schedule these inspections, if required.
- **Bylaw Compliance Officer inspection** Inspection & approval are required to ensure that the Property is in compliance with city bylaws. A Bylaw Compliance Officer will contact you to schedule an inspection.
- **Fraser Health Authority** Inspection & approval is required to ensure you meet the public health legislation and guidelines. Fraser Health will notify City staff once their approval has been provided.
- **Business Licence** Will be issued once business licensing staff have received all applicable approvals.

Contact Information

Bylaw, Licensing & Community Safety Department	604 467 7440	buslic@mapleridge.ca
Planning Department	604 467 7341	planning@mapleridge.ca
Building Department	604 467 7311	buildingenquiries@mapleridge.ca
Fire Department	604 463 5880	fire@mapleridge.ca
Fraser Health Authority (Maple Ridge)	604 476 7000	hpmapleridge@fraserhealth.ca

City of Maple Ridge Updated Apr 2025