

OFFICE CONSOLIDATION OF THE
THE CORPORATION OF THE CITY OF BELLEVILLE

BY-LAW NUMBER 2006-140

A BY-LAW TO LICENCE, REGULATE AND GOVERN CERTAIN BUSINESSES

WHEREAS pursuant to Part IV, Section 150(1) of the *Municipal Act*, S.O. 2001, C.25 as amended, ("The Act"), the Council of The Corporation of the City of Belleville has the authority to licence, regulate and govern any business wholly or partly carried on within the municipality even if the business is being carried on from a location outside the municipality which authority includes the power to impose conditions on the obtaining, holding or removing of a licence;

AND WHEREAS, pursuant to Section 150(2) of The Act, except as otherwise provided, a municipality may only exercise its licensing powers under Section 150, including imposing conditions for one or more of the following purposes:

- Health and Safety
- Nuisance Control
- Consumer Protection

AND WHEREAS Section 150(4) of The Act, provides that before passing a by-law under Section 150, the council of the municipality shall except in the case of emergency, hold at least one public meeting at which any person who attends has an opportunity to make representation with respect to the matter; and ensure that notice of the public meeting is given;

AND WHEREAS such meeting was held on the 17th day of July 2006 in the City of Belleville;

AND WHEREAS, pursuant to the City of Belleville Notice By-law 2002-178 notice of such meeting was provided in the newspaper, namely the Belleville Intelligencer, on July 8th, 2006;

NOW, THEREFORE, THE COUNCIL OF THE CORPORATION OF THE CITY OF BELLEVILLE ENACTS AS FOLLOWS:

1.0 FOR THE PURPOSE OF THIS BY-LAW:

1.1 "Antique" means any second-hand goods whose value, in whole or in part, is derived from its age or historical association.

- 1.2 "Antique Dealer" means any person whose regular business consists of the retailing of Antique goods.
- 1.3 "Appeals Committee" means the Planning Advisory Committee duly appointed by by-law.
- 1.4 "Application" means an application for a new business licence or to renew a business licence, which is submitted to the Licensing Officer pursuant to this by-law.
- 1.5 "Automotive Service Station" means a building or place where gasoline, oil, grease, antifreeze, tires, tubes, tire accessories, electric light bulbs, spark-plugs and batteries for motor vehicles are stored or kept for sale, or where motor vehicles may be oiled, greased or have their ignitions adjusted, tires inflated or batteries charged, or where only minor or running repairs essential to the actual operation of motor vehicles are executed or performed.
- 1.6 "Bed and Breakfast/Lodging House" means a single detached dwelling in which the owner or operator who occupies the dwelling provides a maximum of three (3) rooms for the temporary accommodation of the traveling public and may provide meals to overnight guests.
- 1.7 "City" means the Corporation of the City of Belleville.
- 1.8 "Council" means the Council of the Corporation of the City of Belleville.
- 1.9 "Downtown Business Improvement Area" means the geographic area designated by By-Law No. 9275 as amended from time to time or in a successor to that by-law.
- 1.10 "Driving Instructor" means any person who teaches persons to operate motor vehicles and receives compensation therefore.
- 1.11 "Driving School" means any building, structure, institution or other place which offers to provide or does provide instruction for compensation in the operating of motor vehicles.
- 1.12 "Driving School Operator" means any person who owns, operates or has care and control of a driving school.
- 1.13 "Flea Market" means a Business, whether enclosed by a building or structure or not, in which individual stalls are rented or supplied to vendors, other than the Owner or Operator, for the purpose of individually exposing, offering for sale or selling new or used articles. Food Stuffs, fruits, vegetables, services or other goods,

wares or merchandise, or exposing samples, patterns or specimens of any goods, wares or merchandise, but does not include; the Belleville Farmers' Market.

- 1.14 "Flea Market Vendor" or "Vendor" means a Person at a Flea Market who exposes, offers for sale or sells new or used articles, food stuffs, fruits, vegetables, services or other goods, wares or merchandise or exposes samples, patterns or specimens of any goods, wares or merchandise.
- 1.15 "Hawker/Pedlar" means:
- (a) any person who goes from place to place, or to a particular place, with goods, wares or merchandise for sale, or who carries and displays samples, patterns or specimens of any goods, wares or merchandise for which orders are taken and that are to be delivered in the City simultaneously or afterwards.
 - (b) any retailer which has an employee or agent who goes from place to place or to a particular place with goods, wares or merchandise for sale, or who carries and displays samples, patterns or specimens of any goods, wares or merchandise for which orders are taken and that are to be delivered in the City simultaneously or afterwards.
- 1.16 "Highway" means the same definition as set out in the *Highway Traffic Act*, R.S.O. 1990, c. H. 8, as amended from time to time or any successor thereof.
- 1.17 "Hobby" means a pursuit, recreation, object, plan, craft, or art, which is performed for pleasure and without profit or for minimal profit.
- 1.18 "Hobby Association" means a formal or informal group of people who share the same, or a similar hobby.
- 1.19 "Hobby Show" means an event at which goods, wares or merchandise are exhibited, exchanged or sold between members of a non-profit Hobby Association and the public for the advancement of the hobby.
- 1.20 "Hotel" means a separate building or two or more connected buildings used mainly for the purpose of catering to the needs of the travelling public by the supply of food and also by the furnishing of sleeping accommodation of not fewer than six bedrooms as distinguished from any other building or connected buildings used mainly for the purpose of supplying food and lodging by the week or otherwise commonly known as "boarding house" or of furnishing

living quarters for families and having a dining room or restaurant commonly known as "apartment houses" or "private hotels".

- 1.21 "Licence" means the certificate or document issued pursuant to this by-law as proof of licensing under this by-law.
- 1.22 "Licensee" means a person who holds a licence under this by-law, and "licensed" and "licensed business" has a corresponding meaning.
- 1.23 "Licensing Officer" means in all cases, except in regards to a plumber's business licence, anyone appointed by the City of Belleville as a Licensing Officer and anyone the Licensing Officer may delegate the performance of his or her functions to under this by-law from time to time as the occasion requires. In regard to an application for a Plumber's Business Licence, the Chief Building Official or his or her designate shall be the Licensing Officer.
- 1.24 "Motel" means an establishment that provides lodging for motorists in rooms usually having direct access to an open parking area. Also called motor court, motor lodge.
- 1.25 "Motor Vehicle" means an automobile, motorcycle, motor assisted bicycle unless otherwise indicated in the *Highway Traffic Act, R.S.O. 1990, c. H.8.* and any other vehicle propelled or driven otherwise than by muscular power, but does not include a street car, or other motor vehicles running only upon rails, or a motorized snow vehicle, watercraft, traction engine, farm tractor, self-propelled implement of husbandry or road-building machine within the meaning of the *Highway Traffic Act, R.S.O. 1990, c.H.8.*
- 1.26 "Municipality" means the area included within the corporate limits of The Corporation of the City of Belleville.
- 1.27 "Non-Resident" means a person who does not reside or have a regular place of business in the City.
- 1.28 "Officer" means a person appointed by Council as a Municipal By-law Enforcement Officer, a Police Officer, or other individual duly appointed for the purpose of enforcing this by-law.
- 1.29 "Person" means a person as defined in the *Interpretation Act; R.S.O. 1990, c. I. 11,* and includes a corporation.
- 1.30 "Place of Business" means any place, premises or location, or part thereof, in which a business is carried on, and includes a shop, store or office in a dwelling unit which is accessible to the public and, where there is no such place, premises or location from which

the business is carried on, it includes a vehicle or other equipment used for the purpose of carrying on the business.

- 1.31 "Premises" means any shop, store, or other place where a second-hand dealer carries on the business of second-hand dealing.
- 1.32 "Property" means goods, chattels, wares, merchandise, articles, or things.
- 1.33 "Property Standards By-Law" means a by-law enacted under Section 15.1 of the *Building Code Act*, 1992, S.O. 1992, c. 23, which prescribes standards for the maintenance and occupancy of property.
- 1.34 "Public Garage" means:
- a building or place where motor vehicles are hired or kept or used for hire; or
 - a building or place where motor vehicles are stored or kept for sale; or
 - a place being an open lot only where motor vehicles are stored or kept for sale; or
 - a building or place where gasoline or oil products are stored or kept for sale; or
 - a building or place used as a motor vehicle repair shop; or
 - a building or place used for washing or cleaning motor vehicles; or
 - an automobile service station.
- 1.35 "Public Hall" means a building or structure or part thereof including a banquet hall or a portable building or tent, offered for the use as a place of public assembly.
- 1.36 "Purchase" means to buy, barter, deal in, take in exchange, take in part payment, acquire, acquire on consignment, or receive.
- 1.37 "Regular Place of Business" means the place where a business is conducted in the normal or ordinary course of business and does not include a place, premises or location in which a business is conducted temporarily or on a one-time basis.
- 1.38 "Resident" means a person who resides or has a regular place of business in the City of Belleville.
- 1.39 "Resort" means a place frequented by people for relaxation or recreation.

- 1.40 "Salvage" means any destroyed, deteriorated or damaged goods or property, or any part thereof, including but not limited to metal, damaged or inoperable vehicles (unlicensed through Province), vehicle parts and bicycles.
- 1.41 "Salvage Yard" means any place where the business of selling salvage is carried on, and includes any place upon which salvage is collected for the purposes of resale.
- 1.42 "Second-Hand Dealer" means a person who carries on the business of retailing used or second-hand property, or who operates a second-hand dealer's premises, and includes a person who owns or operates a salvage yard.
- 1.43 "Seller" means a person, firm or corporation who sells or otherwise disposes of property to the second-hand dealer.
- 1.44 "Special Sale" means an event at which goods, wares or merchandise are exhibited by members of a not for profit association, consisting of several participating exhibitors which include persons who do not pay business taxes to the City of Belleville.
- 1.45 "Tanning Equipment" means ultraviolet or other lamps intended to induce skin tanning through the irradiation of any part of the human body with ultraviolet radiation and equipment containing such lamps, including ballasts, starters, reflectors, acrylic shields, timers, and airflow cooling systems.
- 1.46 "Tanning Facility" means any location, place, area, structure, or business that provides customers access to tanning equipment other than a physician's office or medical clinic.
- 1.47 "Ultraviolet Radiation" means electromagnetic radiation with wavelength in air between one hundred nanometers and four hundred nanometers.

2.0 APPLICATION OF BY-LAW

- 2.1 The requirements of this by-law apply to the businesses carried on within the geographic limits of Municipality as identified on Appendix "1" and attached to this by-law, and further business(es) types that the City may designate.
- 2.2 The requirement to obtain a licence applies to every business described in section 2.1 regardless of whether the business is being carried on wholly or partly within the Municipality. It shall be

deemed to be carried on within the Municipality even if the business is being carried on from a location outside the Municipality.

3.0 LICENCE REQUIRED

- 3.1 No person shall carry on or operate within the Municipality any trade, calling, business, or occupation set out in Appendix "1" of this by-law unless they have obtained a licence issued by the City pursuant to this by-law.
- 3.2 A person shall carry on business only in the name in which the business is licensed.
- 3.3 A licence shall be required for each separate business and each separate place of business.

4.0 GENERAL REGULATIONS

- 4.1 A business licence shall only be in effect for a 12 month period commencing on July 1st and expiring on June 30th.
- 4.2 A licensee shall renew their licence no later than July 1st of each year.
- 4.3 A licence issued after July 1st shall expire on the first June 30th following the date of issue.
- 4.4 For a new licence, the full licence fee as set out in the applicable schedule to this by-law will be reduced by 25 percent if the completed licence application is submitted between January 1st and June 30th.
- 4.5 Every licence, at all times, is owned by and is the property of the licensee and is valid only in respect of the person and the premises or of the person named therein and for the nature of business stated in the licence and no licence may be transferred, sold, purchased, leased, mortgaged, charged, encumbered, assigned, pledged, seized, distained or otherwise dealt with.
- 4.6 A licence shall be deemed to be cancelled immediately upon change of ownership or location of the business, or upon discontinuation of the business.
- 4.7 No person holding a licence issued pursuant to this by-law shall fail to:

- (a) With respect to the premises, display the licence in a conspicuous place in or on the said premises; or
 - (b) With respect to a vehicle, display the licence in a conspicuous place in or on the said vehicle; or
 - (c) With respect to an individual, maintain the licence on their person while conducting the activity for which the licence was issued; or
 - (d) Produce the licence upon request by an authorized employee or agent of the City; or
 - (e) Produce photo identification upon request by an authorized employee or agent of the City for the purpose of confirming that the carrier of the licence is the person to whom the licence was issued.
 - (f) Every licensee shall allow an authorized employee or agent of the City to inspect his or her place of business to determine whether the provisions of this by-law are being complied with, and no person shall obstruct, hinder or otherwise interfere with such an inspection.
- 4.8 Notwithstanding any other provision of this by-law the Licensing Officer may issue a Licence or may renew a Licence subject to such special terms and conditions as are necessary to give effect to this by-law and the attached Schedules, or as are agreed to by the licence applicant.
- 4.9 The requirement of obtaining a licence under this by-law is in addition to, and not in substitution for, any other legislation to obtain a licence or licences or other regulatory approval under any other federal, provincial or municipal legislation.
- 4.10 No person licensed under this by-law shall discriminate in the carrying on of the business because of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, marital status, family status or disability.
- 4.11 No licensee shall refuse to permit an animal, while serving as a guide or a leader for a disabled person to enter and remain on his or her premises used for the business.
- 4.12 Every licensee shall notify the Licensing Officer within 4 days, or within such other time as the Licensing Officer may permit, of any changes to information contained in the application.
- 4.13 Any business licence fees are non-refundable if the application is refused for any reason or is withdrawn by the applicant prior to the issuance of a licence.

- 4.14 Any business licence application which has not received approvals from all municipal or provincial departments or agencies as the Licensing Officer deems necessary within 90 days or such further time as the Licensing Officer may permit, from the date of the filing of the application, because of the applicant's inability to comply with the requirements to become licensed, shall be deemed to have expired unless the Licensing Officer allows otherwise.
- 4.15 In accordance with the Municipal Act (The Act), in addition to the full licence fee as set out in the applicable schedule to this by-law, the City has the power to require the payment, by a licensed business, of additional fees at any time during the term of the licence for costs incurred by the City attributable to the activities of the business.

5.0 ADMINISTRATION

- 5.1 The administration of this by-law is assigned to the Licensing Officer who may delegate the performance of his or her functions under this by-law from time to time as required.
- 5.2 Every application for a new licence or a renewal or extension of an existing licence shall be submitted on the forms provided by the City. The Licensing Officer has the right to amend the form as needed.
- 5.3 The Licensing Officer shall maintain complete records showing all applications received and licences issued.
- 5.4 The Licensing Officer shall stamp each application with the date and time of the receipt of the application and each application shall be processed in the order in which it is received subject to the provision in 5.5 below.
- 5.5 The applications will be processed giving priority to applications for renewal of licences for the 12 month period as referred to in section 4.1 provided the application for renewal is received by the Licensing Officer on or before June 30th.
- 5.6 Every application will be subject to investigations and approvals from such municipal or provincial departments or agencies as the Licensing Officer deems necessary, or as directed by Council, including but not limited to: City of Belleville Licensing Department, Planning and Zoning Department, Fire Department, Belleville Police Service, Conservation Authority, Hastings and Prince Edward Counties Health Unit, Parks and Recreation Department, Building

Department, and/or such other agencies or departments as the City and/or Licensing Officer deems necessary.

- 5.7 No individual shall be licensed or act as a representative of the licensee under this by-law unless the individual is eighteen (18) years of age or over.
- 5.8 Every application for a new licence or a renewal or extension of a licence shall as a minimum be accompanied by:
- (a) The full licence fee as set out in the applicable schedule to this by-law;
 - (b) Proof of age, if requested by the Licensing Officer;
 - (c) Any information requested in the applicable schedule to this by-law;
 - (d) If operating under a business name, a current Business Names Report certified by the Ministry of Consumer and Business Services;
 - (e) If operating as a partnership, a copy of the registered declaration of partnership;
 - (f) If operating as a corporation, a current Corporation Profile Report certified by the Ministry of Consumer and Business Services.
- 5.9 Where two or more persons carry on or engage in a partnership requiring a licence under this by-law, the licence will be issued in the name of each partner, and the name and address of each member of the partnership shall be set out in the application.
- 5.10 The Licensing Officer shall not process an Application unless all licensing fees, fines, court costs or other outstanding fees arising from this by-law or a predecessor of this by-law in relation to the business being licensed, are paid in full.

6.0 SCHEDULES

- 6.1 Appendix "1" and the schedules referred to therein are attached to and form part of this by-law.
- 6.2 Every Licensee shall comply with this by-law and the applicable schedules and conditions which relate to the licence issued.

7.0 REFUSAL TO ISSUE OR RENEW A LICENCE

- 7.1 The Licensing Officer may refuse to issue or renew a Licence:

- (a) Where the conduct of any Person, including the conduct of any officer, director, employee or agent of a Corporation affords reasonable cause to believe that the person will not carry on or engage in the business in accordance with the law or with honesty and integrity;
- (b) Where the issuance of the Licence or renewal of the Licence would be contrary to the public interest relating to Health & Safety, Nuisance and Consumer Protection;
- (c) Where the fees due in respect of such Licence as set out in this by-law have not been paid in full;
- (d) Where any fines, judgements or costs to the City or the Court due in respect of this by-law have not been paid in full;
- (e) Where the Application or any documents required under this by-law have not been complete or have been completed incorrectly or have not been provided to the Licensing Officer;
- (f) Where the Applicant or Licensee is carrying on an activity that is, or will be, if the Applicant is licensed, in contravention of this by-law or any other law, or statute;
- (g) Where a Licensing Officer determines that the business does not comply with applicable legislation such as but not limited to the Zoning By-Law, Building Code, Fire Code, Health Protection and Promotion Act, and the Property Standards By-Law; or
- (h) Upon such other grounds as are set out in this by-law.

8.0 NON-COMPLIANCE WITH BY-LAW

- 8.1 If, at any time, the Licensing Officer determines as a result of evidence that is provided, that the operation of a licensed business does not comply with the requirements of this by-law, the Licensing Officer shall issue an "Order to Comply" by ordinary mail to the Licensee or the last known address noted in the application for licence.
- 8.2 If a licensee has not complied with the Order to Comply within 15 days after the date of mailing the Order to Comply, the Licensing Officer may suspend or revoke the licence by mailing a Notice of Suspension or Revocation by ordinary mail.

9.0 NOTICE OF REFUSAL

- 9.1 In the event that the Licensing Officer does not issue the licence, the Licensing Officer shall notify the applicant of the decision by sending a Notice of Refusal by ordinary mail to the applicant at the address noted in the application for licence.

10.0 SUSPENSION OR REVOCATION OF A LICENCE

- 10.1 Every Licence issued under this by-law may be revoked or suspended if there are reasonable grounds to believe false information has been provided in the application or if any part of this by-law is contravened.
- 10.2 The Licensing Officer may suspend or revoke for cause any licence issued under this by-law if any of the provisions of this by-law are contravened.
- 10.3 No licence shall be issued to any person in respect of any premises in which the carrying on or operation of the business for which the application is being made is in contravention of any by-law of the City or any applicable provincial or federal legislation.
- 10.4 Any licence may be revoked or suspended if the person is in contravention of any by-law of the City or any applicable provincial or federal legislation.

11.0 APPEALS PROCEDURE

- 11.1 A person whose application for a new licence or a renewal of a licence has been refused or a person whose licence has been suspended or revoked may apply within 15 days of the date of mailing the Notice of Refusal, Suspension, or Revocation to the Appeals Committee for a review of the decision and will be given an opportunity to make written representation to or appear before the Appeals Committee.
- 11.2 The Appeals Committee may by a simple majority confirm the decision of the Licensing Officer or may direct the Licensing Officer to issue, renew or reinstall the licence, and the decision of the Appeals Committee is final.

12.0 ENFORCEMENT OF THIS BY-LAW

- 12.1 The enforcement of this by-law is assigned to the Belleville Police Service, and to the Licensing Officer and his or her delegates.

13.0 OFFENCE AND PENALTY PROVISIONS

- 13.1 Every person who contravenes any provision of this by-law, including any Schedule hereto, is guilty of an offence, and upon conviction, is liable to a fine as provided in the *Provincial Offences Act*, R.S.O. 1990, c. P.33 for each offence and such fine shall be recoverable under the *Provincial Offences Act*, R.S.O. 1990, c. P.33 .

14.0 SEVERABILITY

- 14.1 Should any section, clause or provision of this by-law be held by a Court of competent jurisdiction to be ultra vires or invalid, the validity of the remainder of the by-law shall not be affected and the said, section, clause or provision shall be severable from the remainder of the by-law.

15.0 EFFECTIVE DATE AND TRANSITION

- 15.1 By-Law Nos. 13138 and 13795 as amended and any and all by-laws or portions thereof or resolutions of Council or the Council of the former Township of Thurlow contrary hereto or inconsistent herewith shall be and are hereby repealed.
- 15.2 Reference in any document to a by-law repealed by this by-law shall be deemed to be reference to this by-law.
- 15.3 This by-law shall come into effect upon the final passing hereof.

16.0 SHORT TITLE

- 16.1 This by-law may be referred to as the Business Licensing By-Law.

APPENDIX "1"

Index of Schedules

Schedule	Business Category
A	Auctioneers (2006-140)
B	Barber /Hair/Beauty Salon (2006-140)
C	Driving School/Driving Instructor (2006-140)
D	Hawker/Pedlar (2006-140)
E	Bed and Breakfast/Lodging House (2006-140)
F	Plumbers (repealed Bylaw 2016-162)
G	Public Garage (2006-140)
H	Public Hall (2006-140)
I	Refreshment Place/Victualling House (2006-140)
L	Refreshment Vehicle (2006-140)
K	Second Hand Goods (2012-154)
L	Flea Markets (2013-211)
L-1	Tanning Facility (2013-12)
M	Payday Lenders (2018-137)

SCHEDULE A

AUCTIONEERS

Applicable to:	Any person selling or putting up for sale goods, wares, merchandise or effects by public auction.	
Exemptions:	The requirement to obtain an "auctioneer licence" does not apply to:	
	1	A person conducting an auction on behalf of a service club or similar organization to raise money for charitable purposes.
	2	A sheriff or court bailiff acting under a court procedure.
	3	A municipality conducting an auction under the tax sale provisions of the Municipal Act.
	4	Such other circumstances as the Licensing Officer may deem appropriate for exemption.
Purpose	Nuisance control, consumer protection	
Annual Licence Fee:	\$150.00 Resident	\$250.00 Non-resident
Application Circulated to:	Planning & Zoning Department Belleville Police Services Belleville Fire Department	
Special Conditions:	In addition to the General Regulations set out in this by-law the following special conditions apply:	
	1	Every auctioneer shall be recommended by at least two residents of the municipality whose testimonials shall be embodied in the application for license.
	2	No auctioneer licensed under this By-Law shall sell or put up for sale by public auction any jewellery except in accordance with the following regulations:
	3	The auctioneer shall before the sale or putting up for sale of such jewellery, obtain from the owner a list showing all such jewellery to be sold, together with the average retail price of each article during the preceding twelve months.
	4	All such auction sales of jewellery shall be held on consecutive business days until all the jewellery included in the list has been sold, provided, however, that no sale shall exceed fifteen consecutive business days.
	5	The auctioneer shall not sell or put up for sale by public auction any jewellery except for a person who has conducted a jewellery business in one location within the limits of the City of Belleville, for at least one year next preceding the date of the sale.
	6	The auctioneer shall keep and retain the list of jewellery to be sold and a list of the jewellery sold each day for a period of at least fifteen (15) days following the termination of the sale and shall produce any such lists to the Chief of Police for the municipality if and when requested.
	7	The auction shall be held only on the business premises of the owner thereof or at such other premises as the Issuer of Licenses, or other person authorized by Council may approve.
	8	For the purposes of this Section "jewellery" shall include watches, clocks, precious stones, silverware, articles of value used for adornment of the person and costly ornaments.
	9	Special Conditions (1), (2), (3), (4), (5), (6), (7) and (8) shall not, however, apply to an auctioneer licensed hereunder who is selling the chattels and effects of an estate, part of which consists of jewellery, if said jewellery is duly described in the catalogue of articles to be auctioned.

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Schedule A - continued
Auctioneer

- 10 Every auctioneer shall conduct his auction in a business like manner, shall maintain order there at and shall keep proper books of the business transacted, which books shall be open for inspection by the inspector of Licenses, or other person authorized by Council.
- 11 No auctioneer shall make or permit to be made any misrepresentation as to the quality or value of any goods, wares or merchandise which he may offer for sale.
- 12 Nothing in this Schedule shall apply to a sheriff or bailiff offering for sale goods or chattels seized under an execution or distrained for rent.

SCHEDULE B

BARBER/HAIR/BEAUTY SALON

- Applicable to: A person who owns, operates or has the primary care and control of a place of business (the "owner") in which hairstyling and related services are provided to the general public, including the manicuring of client's nails or the massaging, cleaning or beautifying of clients' scalp and face, or services of washing, cutting, trimming, shaving or treating of hair are provided to the general public.
- Exemptions: Such circumstances as the Licensing Officer may deem appropriate for exemption.
- Purpose: Health and safety, consumer protection
- Annual Licence Fee: \$25.00
- Application Circulated to: Belleville Fire Department
Planning/Zoning Department
Hastings and Prince Edward Health Unit
Building Department
- Special Conditions: In addition to the General Regulations set out in this by-law the following special conditions apply:
- 1 The owner must hold certificate of the Ministry of Labour of Ontario of qualification as barber or hairdresser.
 - 2 No person shall be licensed as the owner without first receiving the approval of the Health Unit.
 - 3 No person shall be licensed as the owner without first receiving the approval of the Belleville Fire Department.

SCHEDULE C

DRIVING SCHOOL/DRIVING INSTRUCTOR

Applicable to: Applicable to every driving school operator and every driving instructor.

Exemptions: Such circumstances as the Licensing Officer may deem appropriate for exemption.

Purpose: Health and safety, nuisance control

Annual Licence Fee: \$75.00

Application
Circulated to: Belleville Police Services
 Planning & Zoning Department

Special Conditions: In addition to the General Regulations set out in this by-law the following special conditions apply:

Every driving instructor shall:

- 1 Be eighteen years old or older
- 2 Be the holder of a valid Instructor's licence issued pursuant to the Highway Traffic Act R.S.O. 1990, c.H.8 and Regulations, as amended from time to time.
- 3 Within forty-eight hours of changing his address, inform his employer of such change of address.

Every Driving School Operator shall:

- 1 Be eighteen years old or older
- 2 Despite Section 4.12, within forty-eight hours of any change in his address, attend at the City Hall and furnish the City particulars of his new address.
- 3 Before taking out a license, advise the Issuer of Licenses and the Chief of Police of all vehicles to be used in the business, identifying the same by the makes and serial numbers thereof.
- 4 Advise the Issuer of Licenses and the Chief of Police forthwith when he ceases to use any such vehicles and when he proposes to use any additional vehicles, and return to the said Issuer of Licenses all plates issued in respect of vehicles which he has ceased to use in the business.
- 5 Submit a Belleville Police records check.

SCHEDULE D

HAWKER/PEDLAR - "Class A"

- Applicable to: Every person who goes from place to place to sell or offer for sale any goods, wares, merchandise or services to any person in the City of Belleville.
- Exemptions: The requirement to obtain a "class A hawker/pedlar licence" does not apply to:
- 1 Vendors who sell goods that are grown or produced on their own agricultural operation within the City of Belleville, or family members or employees who have written authority to sell the goods on their behalf.
 - 2 Vendors who sell Christmas trees on a seasonal basis.
 - 3 Any registered charitable organization.
 - 4 No licence shall be permitted under this by-law in those areas of the Corporation of the City of Belleville designated as a Civic Celebration area under By-law Number 2001-68 or any successor thereto during the period of such Civic Celebration, and within the areas of The Corporation of the City of Belleville so designated. During the period of the Civic Celebration the only licences permitted shall be those authorized under By-law Number 2001-68.
 - 5 The sale of fireworks which shall be authorized by separate application made directly to the Fire Department.
 - 6 Such other circumstances as the Licensing Officer may deem appropriate for exemption.
- Purpose: Consumer protection, nuisance control
- Licence Fee: \$500.00 per day
- Application Circulated to: Belleville Police Services
Parks & Recreation Department
- Special Conditions: In addition to the General Regulations set out in this by-law the following special conditions apply:
- 1 No hawker or pedlar shall sell or offer for sale any goods, wares or merchandise on any highway in the municipality except with the written consent of the of an authorized employee of the City.
 - 2 No hawker or pedlar shall sell or offer for sale any goods, wares, merchandise or services that are not listed on his licence.
 - 3 Any person who is a hawker or pedlar as required by this by-law shall at all times comply with the by-laws of the City of Belleville and any contravention of any by-laws may be grounds for the revocation of the licence by the City of Belleville.
 - 4 An application shall specify the types of goods and services to be sold or promoted.
 - 5 No person shall use municipal property or a municipal park without the written permission of the City of Belleville or the Parks and Recreation Department.
 - 6 Every person applying for a Class A licence as required by this by-law shall submit with his application a Belleville Police records check.
 - 7 Any licence issued under the provisions of this by-law shall be valid on the date or dates stated on the licence.
 - 8 Hawkers or pedlars are prohibited from operating within the "Downtown Business Improvement Area" as defined in Section 1.9 of this by-law.

SCHEDULE D

HAWKER/PEDLAR - "Class B"

- Applicable to: Every person who goes to a particular place to sell or offer for sale any goods, wares, merchandise or services to any person in the City of Belleville as a "Special Sale".
- Exemptions: The requirement to obtain a "class B hawker/pedlar licence" does not apply to:
- 1 Vendors who sell goods that are grown or produced on their own agricultural operation within the City of Belleville, or family members or employees who have written authority to sell the goods on their behalf.
 - 2 Vendors who sell Christmas trees on a seasonal basis.
 - 3 Any registered charitable organization.
 - 4 No licence shall be permitted under this by-law in those areas of the Corporation of the City of Belleville designated as a Civic Celebration area under By-law Number 2001-68 or any successor thereto during the period of such Civic Celebration, and within the areas of The Corporation of the City of Belleville so designated. During the period of the Civic Celebration the only licences permitted shall be those authorized under By-law Number 2001-68.
 - 5 The sale of fireworks, which shall be authorized by separate application made directly to the Fire Department.
 - 6 Such other circumstances as the Licensing Officer may deem appropriate for exemption.
- Purpose: Consumer protection, nuisance control
- Licence Fee: \$500.00 per day
- Application Circulated to: Belleville Police Services
Parks & Recreation Department
- Special Conditions: In addition to the General Regulations set out in this by-law the following special conditions apply:
- 1 No hawker or pedlar shall sell or offer for sale any goods, wares or merchandise on any highway in the municipality except with the express written consent of the of an authorized employee of the City.
 - 2 No hawker or pedlar shall sell or offer for sale any goods, wares or merchandise that is not listed on his licence.
 - 3 Any person who is a hawker or pedlar as required by this by-law shall at all times comply with the by-laws of the City of Belleville and any contravention of any by-laws may be grounds for the revocation of the licence by the City of Belleville.
 - 4 An application shall specify the types of goods and services to be sold or promoted.
 - 5 No person shall use municipal property or a municipal park without the written permission of the City of Belleville or the Parks and Recreation Department.
 - 6 Every person applying for a licence shall submit with his application a letter of permission, with respect to the proposed use, from the registered owner of the property or his authorized agent.
 - 7 Any licence issued under the provisions of this by-law shall be valid for the date or dates stated on the licence.

SCHEDULE D

HAWKER/PEDLAR - "Class C"

- Applicable to: For sales or events organized by a person or company, consisting of more than one (1) participating vendor which includes persons who do not pay business taxes to the City of Belleville (payable by the promoter, administrator or organizer).
- Exemptions: The requirement to obtain a "class C hawker/pedlar licence" does not apply to:
- 1 Vendors who sell goods that are grown or produced on their own agricultural operation within the City of Belleville, or family members or employees who have written authority to sell the goods on their behalf; or
 - 2 Vendors who sell Christmas trees on a seasonal basis.
 - 3 Any registered charitable organization.
 - 4 No licence shall be permitted under this by-law in those areas of the Corporation of the City of Belleville designated as a Civic Celebration area under By-law Number 2001-68 or any successor thereto during the period of such Civic Celebration, and within the areas of The Corporation of the City of Belleville so designated. During the period of the Civic Celebration the only licences permitted shall be those authorized under By-law Number 2001-68.
 - 5 The sale of fireworks which shall be authorized by separate application made directly to the Fire Department.
 - 6 Such other circumstances as the Licensing Officer may deem appropriate for exemption.
- Purpose: Consumer protection, nuisance control
- Licence Fee: \$200.00 per licence per event where the sale is comprised of less than 25 vendors
\$500.00 per licence per event where the sale is comprised of 25 or more vendors
- With a 5 day maximum up to a maximum fee of \$2000.00 in any one 12 month period and no further licence will be issued after a maximum of \$2000.00 is reached in any one 12 month period.
- Application Circulated to: Belleville Police Services
Parks & Recreation Department
- Special Conditions: In addition to the General Regulations set out in this by-law the following special conditions apply:
- 1 No hawker or pedlar shall sell or offer for sale any goods, wares or merchandise on the highways or on vacant lots adjacent to them except with the express written consent of the Licensing Officer of the Corporation of the City of Belleville.
 - 2 No hawker or pedlar shall sell or offer for sale any goods, wares or merchandise that is not listed on the licence.
 - 3 Any person who is a hawker or pedlar as required by this by-law shall at all times comply with the by-laws of the City of Belleville and any contravention of any by-laws may be grounds for the revocation of the licence by the City of Belleville.
 - 4 An application for a licence shall specify the types of goods and services to be sold or promoted.
 - 5 Any licence issued under the provisions of this by-law shall be valid for the date or dates stated on the licence.
 - 6 No person shall use municipal property or a municipal park without the written permission of the City of Belleville or the Parks and Recreation Department.

SCHEDULE D

HAWKER/PEDLAR - "Class D"

Applicable to: For events organized by Non Profit Hobby Associations, consisting of several participating hobbyists for the advancement of the hobby and payable by the Hobby Association. (Hobby Show)

- Exemptions: The requirement to obtain a "class D hawker/pedlar licence" does not apply to:
- 1 Vendors who sell goods that are grown or produced on their own agricultural operation within the City of Belleville, or family members or employees who have written authority to sell the goods on their behalf.
 - 2 Vendors who sell Christmas trees on a seasonal basis.
 - 3 Any registered charitable organization.
 - 4 No licence shall be permitted under this by-law in those areas of the Corporation of the City of Belleville designated as a Civic Celebration area under By-law Number 2001-68 or any successor thereto during the period of such Civic Celebration, and within the areas of the Corporation of the City of Belleville so designated. During the period of the Civic Celebration the only licences permitted shall be those authorized under By-law Number 2001-68.
 - 5 The sale of fireworks which shall be authorized by separate application made directly to the Fire Department.
 - 6 Such other circumstances as the Licensing Officer may deem appropriate for exemption.

Purpose: Consumer protection, nuisance control

Licence Fee: \$50.00 per licence with a 5 day maximum

Application Circulated to: Belleville Police Services
Parks & Recreation Department

Special Conditions: In addition to the General Regulations set out in this by-law the following special conditions apply:

- 1 No hawker or pedlar shall sell or offer for sale any goods, wares or merchandise on the highways or on vacant lots adjacent to them except with the expressed written consent of the Licensing Officer of the Corporation of the City of Belleville.
- 2 No hawker or pedlar shall sell or offer for sale any goods, wares or merchandise that is not listed on his licence.
- 3 Any person who is a hawker or pedlar as required by this by-law shall at all times comply with the by-laws of the City of Belleville and any contravention of any by-laws may be grounds for the revocation of the licence by the City of Belleville.
- 4 An application shall specify the types of goods and services to be sold or promoted.
- 5 Any licence issued under the provisions of this by-law shall be valid for the date or dates stated on the licence.
- 6 No person shall use municipal property or a municipal park without the written permission from the City of Belleville or the Parks and Recreation Department.

SCHEDULE E

BED AND BREAKFAST/LODGING HOUSE

- Applicable to: To every Bed and Breakfast/Lodging House
- Exemptions: The requirement to obtain a "lodging house/bed and breakfast licence" does not apply to:
- 1 Premises with self-contained residential units.
 - 2 Hotels, motels and resorts.
 - 3 Hospitals, nursing homes, homes for the young or the aged, or other institutions that are licensed, approved or supervised under any Act.
 - 4 Group homes that are licensed or funded under a provincial or federal statute
 - 5 Such circumstances as the Licensing Officer may deem appropriate for exemption.
- Purpose: Health and safety, nuisance control, consumer protection,
- Annual Licence Fee: \$150.00
- Application Circulated to: Hastings and Prince Edward Health Unit
Planning/Zoning Department
Belleville Fire Department
Belleville Police Services
Belleville Water
- Special Conditions: In addition to the General Regulations set out in this by-law the following special conditions apply:
- 1 The application shall be submitted with the name of the resident manager, address and emergency contact information, whether or not they reside on the property.
 - 2 The application shall include the number of rooms for rent, the number of residents and the number of bathrooms.
 - 3 Sleeping accommodation shall not be provided in any space in the premises used as a lobby, hallway, closet, bathroom, stairway or kitchen.
 - 4 All provisions of the Ontario Building Code, Ontario Fire Code, Ontario Electrical Safety Code and the City of Belleville Property Standards By-law apply to the continuing operation of a lodging house.
 - 5 No person shall prepare or cook food in any area of a lodging house other than a kitchen.
 - 6 No owner or manager shall cause or allow the preparation or cooking of food in any area of a lodging house other than a kitchen.
 - 7 No owner or manager shall fail to ensure that all provisions of this by-law are carried out

SCHEDULE G
PUBLIC GARAGE
(Automotive Rental, Sales, and Service)

Applicable to: Every Public Garage

Exemptions: The requirement to obtain a "Public Garage Licence" does not apply to:

- 1 Places of business in which the only service provided to motor vehicles is automotive detailing.
- 2 Persons who carry on a farming business that is eligible for an exemption from taxes under the Retail Sales Tax Act, R.S.O. 1990, c.R.31 that is registered under the Farm Registration and Farm Organizations Funding Act, S.O. 1993,c.21 and that is a permitted use under the zoning by-law that applies to the property.
- 3 Such circumstances as the Licensing Officer may deem appropriate for exemption.

Purpose: Nuisance control, health and safety, consumer protection

Annual Licence Fee: \$50.00

Application Circulated to: Belleville Fire Department
Planning/Zoning Department
Belleville Police Services
Ministry of Environment

Special Conditions: In addition to the General Regulations set out in this by-law the following special conditions apply:

- 1 The licensee shall keep the premises and any sidewalk or street upon which the premises abut, in a clean and neat condition, free from debris, snow, ice, dirt, rubbish or other foreign substances derived from the licensed premises or resulting from the use of the licensed premises.
- 2 The licensee shall not deposit any snow or ice on any public sidewalk or on any roadway upon which the licensed premises abut.
- 3 The licensee to provide adequate storage facilities for all waste materials.
- 4 The licensee shall ensure all motor vehicles are parked on the licensed premises in a neat and orderly manner.
- 5 The licensee shall ensure that any person who engages in the driving, moving or in any way operators a motor vehicle in the course of the business holds a valid Provincial Driver's licence issued under the highway Traffic Act, R.S.O. 1990, c.H.8, as amended.
- 6 Licence subject to Fire Department approval.

SCHEDULE H

PUBLIC HALL

Applicable to: Every Public Hall

Exemptions: A "Public Hall" licence fee does not apply to:
1 Any City of Belleville owned property.
2 Such circumstances as the Licensing Officer may deem appropriate for exemption.

Purpose: Health and safety

Annual Licence Fee: Where seating capacity is under 200 persons: \$ 50.00
Where seating capacity is between 200 & 300 persons: \$ 75.00
Where seating capacity is over 300 persons: \$125.00

Application Circulated to: Belleville Fire Department
Planning/Zoning Department
Hastings and Prince Edward Health Unit

Special Conditions: In addition to the General Regulations set out in this by-law the following special conditions apply:

- 1 Licence subject to Fire Department approval.
- 2 Approval from the Health Unit where the public hall includes a kitchen used to prepare food to be served in the public hall.

SCHEDULE I

REFRESHMENT PLACE/VICTUALLING HOUSE

- Applicable to: Each place where the public is entertained, receptions are held, or refreshments are provided, and where fruit, fish, oysters, clams, or vegetables are sold to be eaten, but does not include a hotel.
- Exemptions: Such circumstances as the Licensing Officer may deem appropriate for exemption.
- Purpose: Health and safety
- Annual Licence Fee: \$75.00
- Application Circulated to: Belleville Fire Department
Hastings and Prince Edward Health Unit
Finance Department
Planning/Zoning Department
- Special Conditions: In addition to the General Regulations set out in this by-law, the following special conditions apply:
- 1 Should the Health Unit find that the operation and maintenance of a licensed refreshment place/victualling house does not conform with the requirements of the Health Protection and Promotion Act and the Food Premises Regulation, the Licensing Officer may suspend the licence until the situation has been rectified.
 - 2 Licence subject to Fire Department approval.

SCHEDULE J

REFRESHMENT VEHICLE

Applicable to: Every vehicle from which food intended for immediate consumption is sold. For purposes of this by-law, refreshment vehicles are divided into the following classes:

Licence "A", to a person selling food products on private property from:

- i) a hand cart
- ii) a four wheeled hand powered cart
- iii) a pedal powered vehicle
- iv) a motorized handcart
- v) a push cart

Licence "B", to a person selling food products that are prepared and cooked elsewhere than in the motor vehicle, from a motor vehicle currently licensed to be driven on the highways.

Licence "C", to a person selling food and beverage products from private property that are cooked in a motor vehicle that is licensed to be driven on the highway.

Licence "D", to a person selling food products on the streets in the City from a pedal powered vehicle.

Licence "E", to any conveyance other than described above.

The foregoing types of vehicles are prohibited from operating within the "Downtown **Business Improvement Area**" as defined in 1.9 of this by-law.

Exemptions:

- 1 No licence shall be permitted under this by-law in those areas of the Corporation of the City of Belleville designated as a Civic Celebration area under By-law Number 2001-68 or any successor thereto during the period of such Civic Celebration, and within the areas of The Corporation of the City of Belleville so designated. During the period of the Civic Celebration the only licences permitted shall be those authorized under By-law Number 2001-68.
- 2 Such circumstances as the Licensing Officer may deem appropriate for exemption.

Purpose: Nuisance control, health and safety, consumer protection

Annual Licence Fee:

Class A - \$200.00/each additional vehicle \$100.00
Class B - \$200.00/each additional vehicle \$100.00
Class C - \$200.00/each additional vehicle \$100.00
Class D - \$150.00/each additional vehicle \$ 50.00
Class E - \$500.00

These fees apply regardless of the application date and in the event of a disagreement, the Licensing Officer will determine the applicable "class" of a refreshment vehicle.

Application Circulated to:

- 1 Planning/Zoning Department
- 2 Belleville a Fire Department
- 3 Hastings & Prince Edward Health Unit
- 4 Parks and Recreation Department

By-law Number 2006-140

Schedule J - continued
Refreshment Vehicle

Special Conditions: In addition to the General Regulations set out in this by-law the following special conditions apply:

- 1 No person shall use municipal property or a municipal park without the written permission of an authorized employee of the City of Belleville
- 2 A licence will not be granted unless the following have been provided:
 - a) an inspection or the written approval from the Hastings & Prince Edward Health Unit.
 - b) the written approval of the City of Belleville Planning/Zoning Department.
 - c) a letter of permission from the property owner, where products are to be sold on private property.
 - d) the written approval of the Belleville Fire Department.

SCHEDULE K

SECOND-HAND DEALER

- Applicable to: Every Second-Hand dealer.
- Exemptions: The requirement to obtain a Second-Hand Dealer licence does not apply to:
- 1) Any registered charitable organization.
 - 2) Individual or community associations that hold a sale of personal household effects that are owned by the individual or persons who are members of the association provided that:
 - a) The sale is for a period of no longer than two (2) days, and
 - b) No more than two (2) sales are held by that individual or association in a single calendar year.
 - 3) Persons engaged in the sale of second-hand or used motor vehicles.
 - 4) Persons whose merchandise is restricted to second-hand clothing.
 - 5) Such other circumstances as the Licensing Officer may deem appropriate for exemption.
- Purpose: Consumer protection, nuisance control
- Annual Licence Fee: \$500.00 – New application
\$150.00 – Renewal application
- Application Circulated to: Planning and Zoning Department
Belleville Police Services
- Special Conditions: In addition to the General Regulations set out in this by-law, the following special conditions apply:
1. Any person who is a second-hand dealer as required by this by-law shall at all times comply with the by-laws of the City of Belleville and any contravention of any by-laws may be grounds for the revocation of the licence by the City of Belleville.
 2. An application shall specify the types of goods and services to be sold or promoted.
 3. Every person applying for a Second-Hand Dealer licence as required by this by-law shall submit with the application a Police Record Check.
 4. Any licence issued under the provisions of this by-law shall be valid on the date or dates stated on the licence.
 5. No second-hand dealer shall purchase, take in exchange, or receive any article or thing from:
 - a) Any person under the age of eighteen (18) years, or
 - b) Any person appearing to be under the influence of alcohol or drugs.
 6. No second-hand dealer shall fail to ensure that a seller presents two (2) pieces of identification, one of which shall

- be one of the following types of identification provided that is integrated with a photograph of the seller:
- a) Valid driver's licence;
 - b) Passport issued by the government of origin;
 - c) Identification card issued by the Liquor Control Board of Ontario;
 - d) Certificate of Indian Status issued by the government;
 - e) Conditional Release Identification Card issued by Correctional Services of Canada;
 - f) Valid Canadian permanent resident card.
7. Every second-hand dealer shall ensure that before purchasing or taking in exchange any property, a record is made in a ledger book in chronological order with the entries transcribed in ink in a clear and legible manner or in a recording system approved by the Belleville Police Services;
- a) The name, residence or street address, and birth date of the seller from whom the second-hand dealer, or any employee of the dealer, purchased the property;
 - b) Confirmation of the identity of the seller by way of picture identification including a complete description of the identification and name of the authority who issued it;
 - c) A complete description of the property including the make, model, and serial number;
 - d) The price paid for the property or a description of the item exchanged for the property;
 - e) The precise date and hour of purchasing the property; and
 - f) Identifiable or distinguishing marks on the property.
8. Every second-hand dealer shall ensure that no second-hand good purchased or taken in exchange is sold, exchanged, altered, melted, repaired, disposed of, or in any way parted with until after the expiration of thirty (30) days from the date of obtaining exclusive ownership of the said good, and during the said period the good so obtained shall be kept apart from goods, previously purchased or taken in exchange and shall be subject to an inspection at any time during business hours by an officer who may be accompanied by such other person or persons as may be necessary for the identification of goods reports or suspected of having been stolen.
9. Despite Section 8, for the purpose of completing an investigation, an Officer may request that a second-hand good suspected of having been stolen be retained for an additional period of time beyond the thirty (30) days and, when so requested, the second-hand dealer shall ensure that the said good is not sold, exchanged, altered, melted, repaired, disposed of or in any way parted with until after the expiration of the additional period of time, but in any event the additional period of time shall not exceed fourteen (14) days.
10. Despite Section 8, a second-hand dealer may dispose of any good purchased or taken in exchange before the expiration of thirty (30) days from the date of obtaining exclusive ownership of the said good provided that an Officer has authorized in writing the release of such good.
11. The Chief of Police and any other Police Officer, may at all reasonable times, inspect any premises used for the carrying

By-law Number 2006-140

on of any business in respect of which any person has or is required to have a licence under this by-law, and may inspect the books, records, or other documents of or relating to such business, and no person who has or is required to have a licence under this by-law, shall obstruct or hinder the making of the inspection aforesaid, or cause or permit the same to be obstructed or hindered.

SCHEDULE L

FLEA MARKETS

- Applicable to: Flea Market Operators and Vendors.
- Exemptions: The requirement to obtain an Operator or Vendor licence does not apply to:
1. Any registered charitable organization;
 2. Individual or community associations that hold a sale of personal household effects that are owned by the individual or persons who are members of the association provided that:
 - a) The sale is for a period of no longer than two (2) days, and
 - b) No more than two (2) sales are held by that individual or association in a single calendar year.
 3. Persons engaged in the sale of second-hand or used motor vehicles.
 4. Persons whose merchandise is restricted to second-hand clothing.
 5. Persons whose merchandise is restricted to new items.
 6. Such other circumstances as the Licensing Officer may deem appropriate for exemption.
- Purpose: Consumer protection, nuisance control
- Annual Licence Fee: **Operator**
\$500.00 – New application
\$150.00 – Renewal application
- Vendor**
\$25.00 – New application
\$25.00 – Renewal application
- Application Circulated to: Planning and Zoning Department
Belleville Police Services
- Special Conditions: In addition to the General Regulations set out in this by-law, the following special conditions apply:
1. Any person who is an operator or vendor as required by this by-law shall at all times comply with the by-laws of the City of Belleville and any contravention of any by-laws may be grounds for the revocation of the licence by the City of Belleville.
 2. An application shall specify the types of goods and services to be sold or promoted.
 3. Every person applying for an Operator or Vendor licence as required by this by-law shall submit with the application a Police Record Check.
 4. Any licence issued under the provisions of this by-law shall be valid on the date or dates stated on the licence.
 5. No operator or vendor shall purchase, take in exchange, or receive any article or thing from:

- a) Any person under the age of eighteen (18) years, or
 - b) Any person appearing to be under the influence of alcohol or drugs.
6. No operator or vendor shall fail to ensure that a seller presents two (2) pieces of identification, one of which shall be one of the following types of identification provided that is integrated with a photograph of the seller:
- a) Valid driver's licence;
 - b) Passport issued by the government of origin;
 - c) Identification card issued by the Liquor Control Board of Ontario;
 - d) Certificate of Indian Status issued by the government;
 - e) Conditional Release Identification Card issued by Correctional Services of Canada;
 - f) Valid Canadian permanent resident card.
7. Every operator or vendor shall ensure that before purchasing or taking in exchange any property, a record is made in a ledger book in chronological order with the entries transcribed in ink in a clear and legible manner or in a recording system approved by the Belleville Police Services:
- a) The name, residence or street address, and birth date of the seller from whom the operator or vendor, or any employee of the vendor, purchased the property;
 - b) Confirmation of the identity of the seller by way of picture identification including a complete description of the identification and name of the authority who issued it;
 - c) A complete description of the property including the make, model, and serial number;
 - d) The price paid for the property or a description of the item exchanged for the property;
 - e) The precise date and hour of purchasing the property;
 - f) Identifiable or distinguishing marks on the property.
8. Every operator or vendor shall ensure that no second-hand good purchased or taken in exchange is sold, exchanged, altered, melted, repaired, disposed of, or in any way parted with until after the expiration of thirty(30) days from the date of obtaining exclusive ownership of the said good, and during the said period the good so obtained shall be kept apart from goods, previously purchased or taken in exchange and shall be subject to an inspection at any time during business hours by an officer who may be accompanied by such other person or persons as may be necessary for the identification of goods reported or suspected of having been stolen;
9. Despite Section 8, for the purpose of completing an investigation, a Police Officer may request that a second-hand good suspected of having been stolen be retained for an additional period of time beyond the thirty (30) days and, when so requested, the vendor shall ensure that the said good is not sold, exchanged, altered, melted, repaired, disposed of or in any way parted with until after the expiration of the additional period of time, but in any event the additional period of time shall not exceed fourteen (14) days.
10. Despite Section 9, an operator or vendor may dispose of any good purchased or taken in exchange before the expiration of thirty (30) days from the date of obtaining exclusive

ownership of the said good provided that a Police Officer has authorized in writing the release of such good.

11. The Chief of Police, any other Police Officer or the Licensing Officer (or anyone the Licensing Officer delegates the performance of his or her functions), may at all reasonable times, inspect any premises used for the carrying on of any business in respect of which any person has or is required to have a licence under this by-law, and may inspect the books, records, or other documents of or relating to such business, and no person who has or is required to have a licence under this by-law, shall obstruct or hinder the making of the inspection aforesaid, or cause or permit the same to be obstructed or hindered.

SCHEDULE L-1

TANNING FACILITY

Applicable to:	All Tanning Facilities in the City of Belleville.
Exemptions:	The requirement to obtain a Tanning Facility licence does not apply to: <ol style="list-style-type: none">1. A physician's office or medical clinic.2. Such other circumstances as the Licensing Officer may deem appropriate for exemption.
Purpose:	Health and Safety, Consumer protection
Annual Licence Fee:	\$50.00 – New application \$25.00 – Renewal application
Application Circulated to:	Planning and Zoning Department Belleville Police Services Hastings and Prince Edward County Health Unit
Special Conditions:	In addition to the General Regulations set out in this by-law, the following special conditions apply: <ol style="list-style-type: none">1. No person licensed under this By-law and Schedule shall permit any person under the age of eighteen (18) access to any tanning equipment in the tanning facility.2. The Owner or Operator of a tanning facility shall ensure that the tanning equipment is maintained in good repair to prevent any mechanical safety hazards.3. The Owner or Operator shall require customers to use protective eyewear during any use of the tanning equipment.4. The Owner or Operator shall ensure that each unit of tanning equipment is designed for use by only one (1) customer at a time.5. An Owner or Operator shall not provide any prepaid, self-service automated tanning equipment in the tanning facility.6. The Owner or Operator shall post warning signs conspicuously in the reception area, as well as in the immediate proximity of each piece of tanning equipment, outlining health risks associated with UV exposure and the restriction on minors (as illustrated in Appendix "A").

WARNING

- Overexposure to ultraviolet radiation (UV) causes skin and eye burns
- UV exposure can be hazardous to your health and, in the long term can contribute to premature skin aging and skin cancer
- Users must wear protective eyewear
- Follow operating instructions
- Drugs and cosmetics may increase UV effects
- UV effects are cumulative
- Greater risks are associated with early and repeated exposure
- Use of this equipment is not permitted by persons under the age of 18

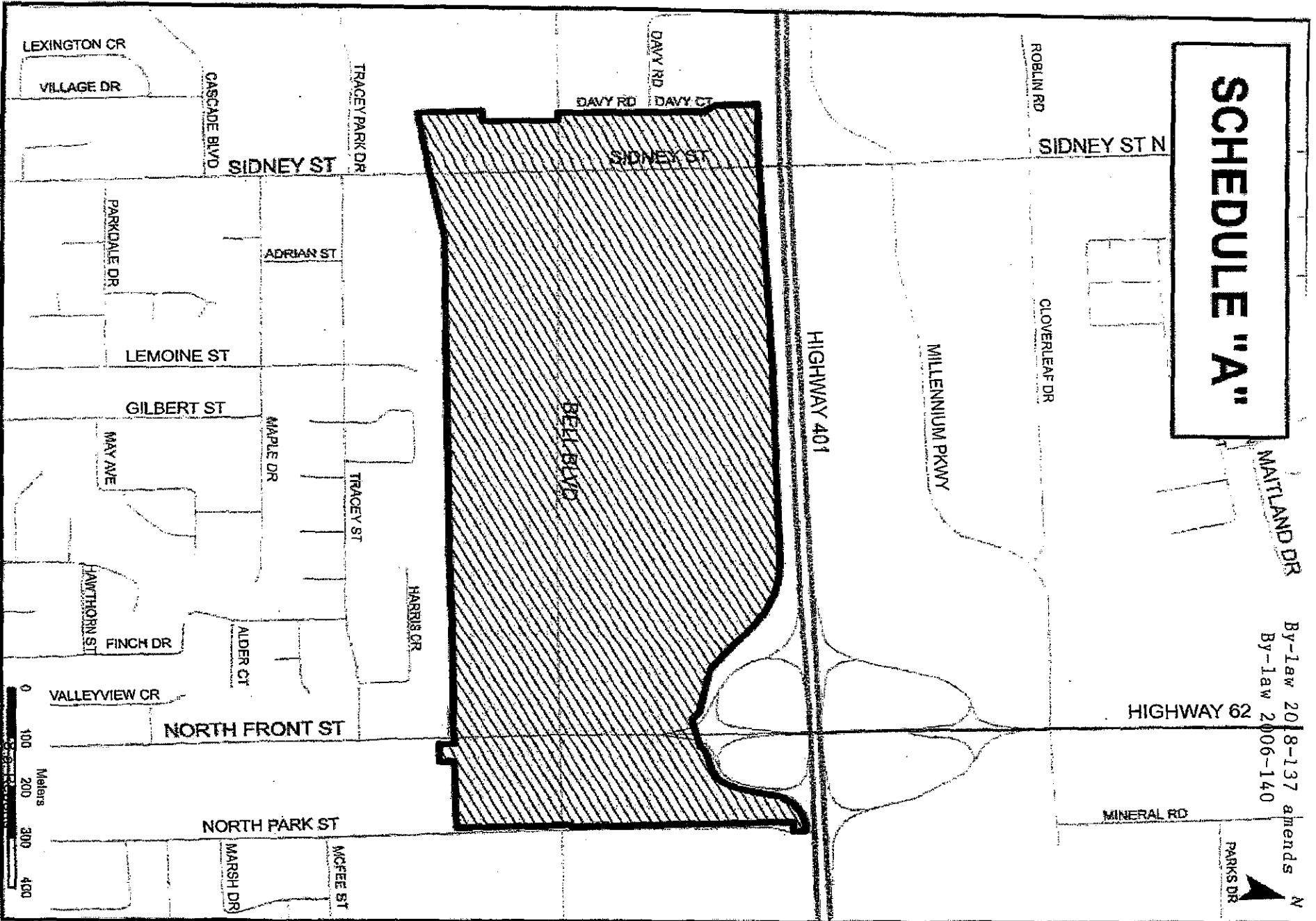
Adapted from the Radiation Emitting Devices Regulations, CRC, c. 1370 Part XI Tanning Equipment 5.(c)(iii)

SCHEDULE M

PAYDAY LENDERS

Applicable to:	Payday Loan Operators.
Exemptions:	Not Applicable.
Purpose:	Consumer protection, nuisance control
Annual Licence Fee:	Operator \$500.00 – New application \$150.00 - Renewal application
Application Circulated to:	Planning and Zoning Department Belleville Police Services
Special Conditions:	<p>In addition to the General Regulations set out in this by-law, the following special conditions apply:</p> <ol style="list-style-type: none">1. Any person who is an operator as required by this by-law shall at all times comply with the by-laws of the City of Belleville and any contravention of any provision of these by-laws may be grounds for the revocation of the licence by the City of Belleville.2. An application shall specify the types of goods and services to be sold or promoted.3. Every person applying for an Operator licence as required by this by-law shall submit with the application a Police Record Check.4. Any licence issued under the provisions of this by-law shall be valid on the date or dates stated on the licence.5. Any person who is an operator as required by this by-law shall:<ol style="list-style-type: none">a) Post the amount of the payday loan business's annual interest rate.b) Post the amount of the chartered bank's annual consumer loan rate.c) Post contact information for local credit counselling agencies.d) Provide prospective borrowers with a flyer on credit counselling information immediately upon the expression of interest in a loan.6. Any person who is an operator as required by this by-law shall at all times be in compliance with all Federal and Provincial legislation governing Payday Loans.7. Any person who is an operator as required by this by-law shall adhere to the one (1) Payday Lender operation per zone (may attached) excluding those currently operating in the City who would also be subject to licensing.

SCHEDULE "A"



By-law 2018-137 amends
By-law 2006-140

PARKS DR

MATLAND DR

HIGHWAY 62

HIGHWAY 401

LEXINGTON CR
VILLAGE DR

CASCADE BLVD

SIDNEY ST

TRACEY PARK DR

DAVY RD DAVY CT

SIDNEY ST

ROBLIN RD

SIDNEY ST N

CLOVERLEAF DR

MILLENNIUM PKWY

PARKDALE DR

ADRIAN ST

LEMOINE ST

GILBERT ST

MAY AVE

MAPLE DR

TRACEY ST

HAWTHORN ST

FINCH DR

ALDER CT

HARRIS CR

VALLEYVIEW CR

NORTH FRONT ST

NORTH PARK ST

MARSH DR

MCCREE ST

0 100 200 300 400
Meters

N

SCHEDULE "B"

BELL BLVD

HARRIS CR

TRACEY ST

McFEE ST

FORRESTER CT

TAYLOR CT

CARDINAL CT

PARKWOOD GNDS

THISTLEWOOD CT

NORTH FRONT ST

CHOWN CR

MAPLE DR

ANNIE ROSE ST

JACKSON AV

ALDER CT

VALLEYVIEW CT

MARSH DR

ORCHARD DR

NORTH PARK ST

NORTH PARK GNDS

HIGHVIEW CR

TRILLIUM CT

VALLEYVIEW CR

BONGARD CR.

MAY AVE

HAWTHORN ST

HAZEL CT

SANDPIPER CT

FINCH DR

PRINGLE DR

PRINCE OF WALES DR

MAGNOLIA CT

HEARTWOOD DR

CRAIG ST

DONALD ST

COLLEGE ST W

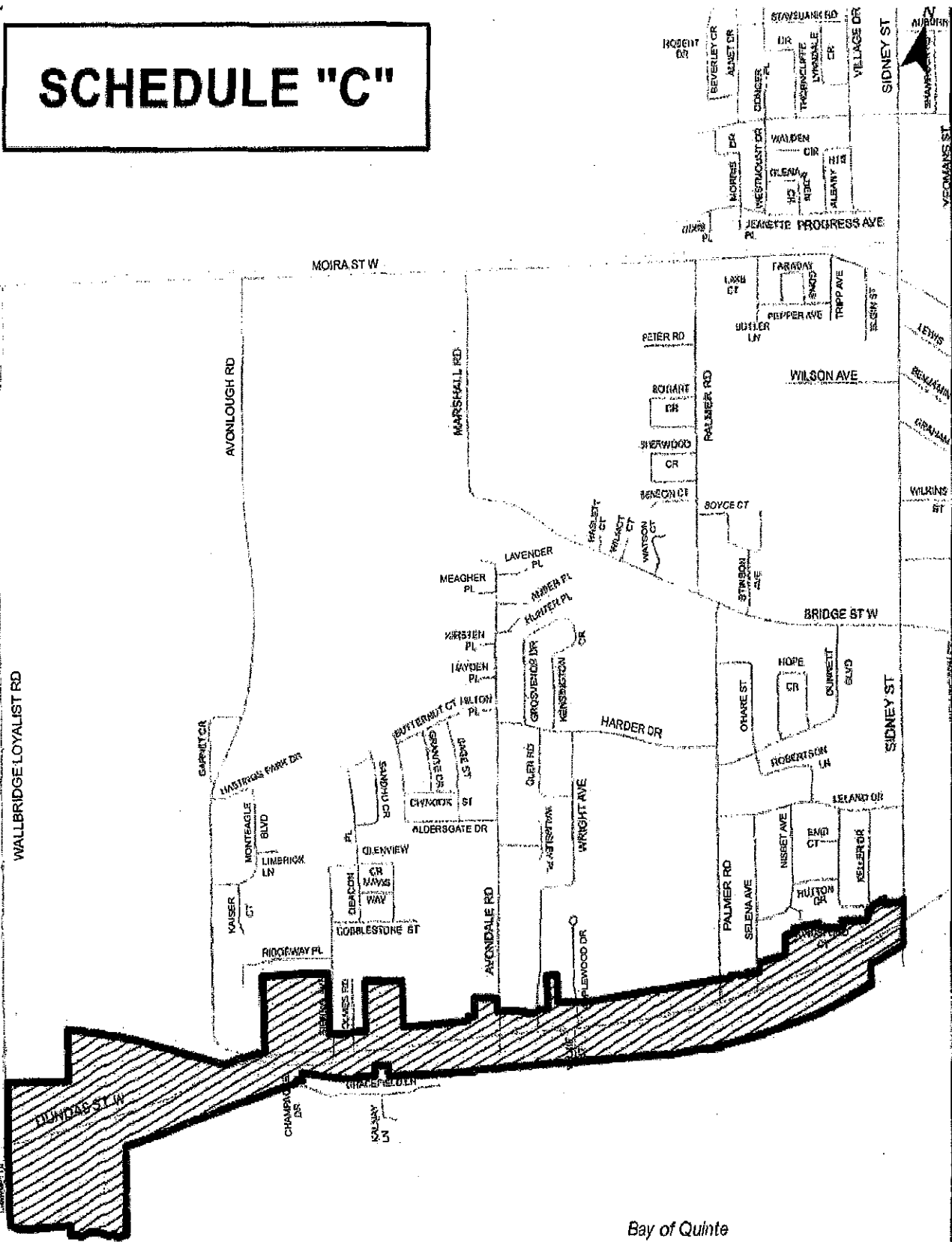
LANE AVE

CARMEN AV

REYNOLDS CR

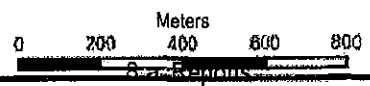


SCHEDULE "C"

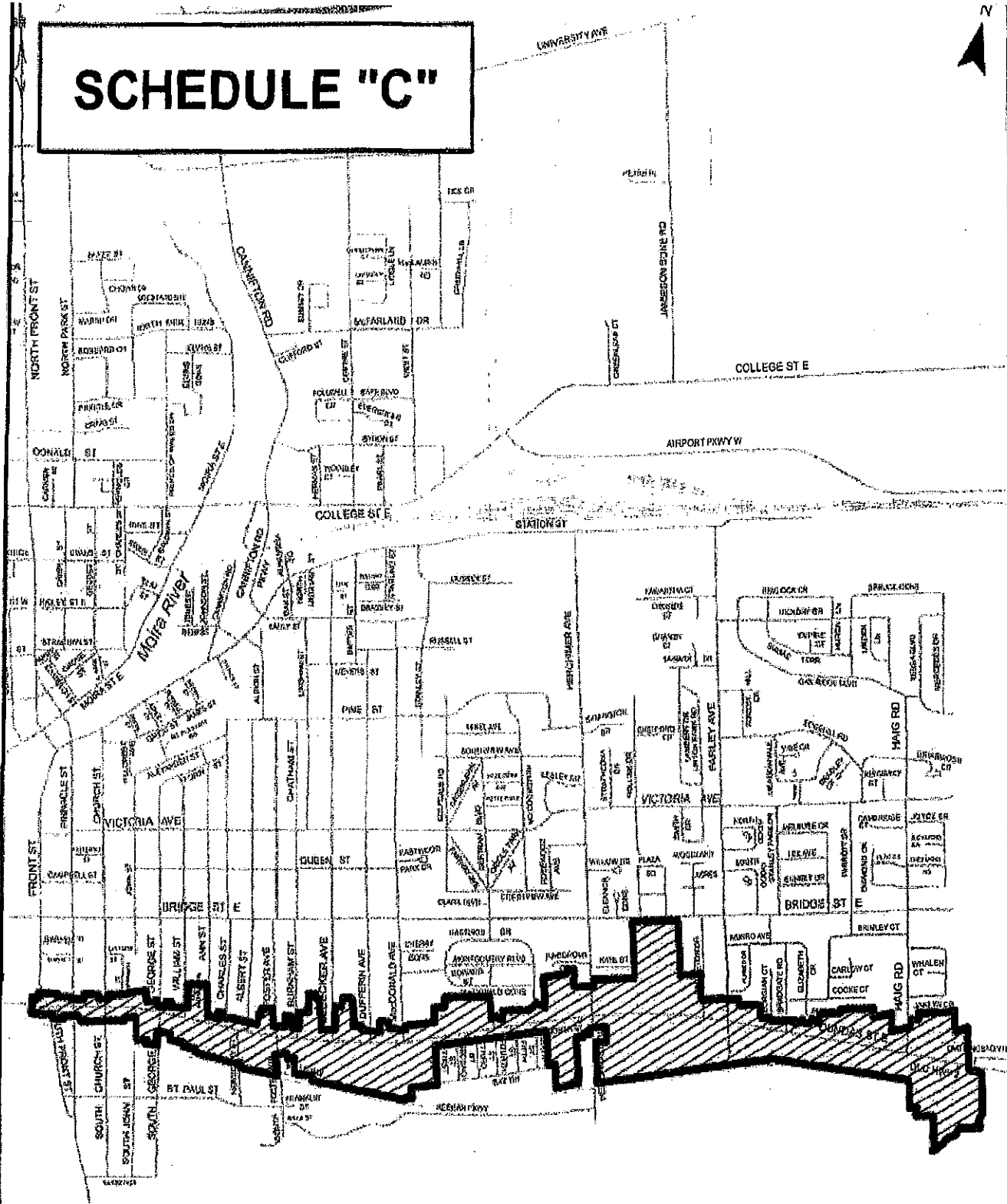


Bay of Quinte

By-law 2018-137 amends
By-law 2006-140
Map c (2pgs)



SCHEDULE "C"



By-law 2018-137 amends
By-law 2006-140
Map C (2 pgs)

Bay of Quinte

