

To: Mayor and Member of Council

April 4, 2011

Re: Discretionary Business Application – Home Based business – Preschool
Playschool – 64 Fairway Cres.

Background

The Administration received a Business Application, Attachment “A”, for the operation of a home based business at 64 Fairway Cres. The type of Business is a preschool playschool. The applicant currently runs a small daycare out of her home and would like to switch to a preschool in the fall. The applicant has her Early Childhood Education Certificate from SIAST and several years of experience. Currently we have one preschool playschool operating out of the old hall on Lipsett St. There is a waiting list for enrolment and our community could support another preschool playschool.

The applicant's request for a home-based business is a Discretionary Use within this residential district as defined within the *Town of White City Zoning Bylaw No. 541-10*.

The purpose of this report is to advise Council of the outcome of the public notice portion of the discretionary use process and seek Council's decision on this initiative.

Discussion

The *Planning and Development Act, 2007*, prescribes the public notice process for Discretionary Use applications. In this case, and as prescribed in the *Act*, the Administration distributed information about the Business Application for a home based business to addressed property owners that were within 75 meters of the applicant's property boundary. A copy of the information provided to the property owners is attached as Appendix “B”. The *Act* also prescribes that public notice must be provided at least 7 days before the application is to be considered by Council. The Administration has complied with all requirements of the public notice process pursuant to the *Act*.

There were sixteen notices about the home based business application sent to property owners within the defined catchment area. The Administration received no responses. Based on receiving no responses, the Administration is taking the position that no one objects to the application.

Budget Implications

There are no budget implications associated with this report.

Recommendations

Your Administration recommends that:

1. the Business Application received from Misty McConnell Roulston of 64 Fairway Cres. to operate a home based business be approved; and
2. the Administration provide the appropriate written notice to the applicant pursuant to the *Planning and Development Act, 2007*.

Respectfully submitted



Shauna Bzdel
Town Manager

Attachments:

- Appendix A – Application for Home based business – 12 Lott Road East
- Appendix B – Notice to Residents

Town of White City
Home Based Business Application in a Residential Area

You are advised to check the regulations in the Town's Zoning Bylaws concerning the type of development prior to completing this application. Fill out only those sections of the application which are relevant to your proposal. Attach additional sheets where necessary.

1. Applicant: Name: Misty McConnell Roulston
Address: 64 Fairway Cres, White City St S4L0A5
Phone: 584-9204

2. Property Owner Name – Same as Applicant, or
Name: Brian Roulston
Address: 64 Fairway Cres White City St S4L0A5
Phone: 584-9204

3. Legal Land Description:
_____ 1/4 section; _____ Township; _____ Range; W 2nd M
Lot or Parcel Block _____ Registered Plan No. _____
Civic Address: 64 Fairway Cres

4. Type of Business/Home Occupation (detailed description):

I would like to run a preschool in my basement Mon-Friday. There is always a waiting list at the playschool out here & I would like to offer a second option for families with children 2 1/2-4 1/2 years old. I have my Early Childhood Education Certificate from SIAT & several years of experience working with children. I currently run a small daycare out of my home & would like to switch to a preschool in Sept 2011 if approved. We would not be outside very often & the classroom would be set up in the basement, supporting classes from the proposed times of 9:30am-11:15am & 1:15-3:30pm, Mon-Friday. If successful, I would like to look into leasing a space in a few years if viable financially.

5. a. Site Plan. Please provide a sketch showing:

- Dimensions of parcel and location of existing or proposed buildings.
- Adjoining land uses.
- Size and location of easements or right-of-ways.
- Location of streets, lanes, roads, and highways.

b. Area of site proposed for business use:

Buildings _____ Existing New _____ Land Use _____

6. Other Information:

Employees only myself Owner Misty McConnell Roulston Others _____

Area of Business Use inside my residence & just outside while parents drop off & pick up children

Existing Building yes - inside my house (basement) - very occasionally playing in backyard. 60 meters or less
more than 60 meters

Accessory Building _____

Parking Only extra vehicles during drop off & pick up times & only momentarily at these times Number of Vehicles depends on registration numbers



Town of White City



Box 220 Station Main
White City, SK S4L 5B1
Phone: (306) 781-2355 Fax: (306) 781-2194
E-mail: whitcity@sasktel.net

March 24, 2011

Dear Resident:

Re: Discretionary Use Application – Home Based Business

Please be advised that the Town of White City has received an application from Misty McConnell Roulston to operate a preschool playschool out of her home on 64 Fairway Cres. A copy of the application is attached for your reference.

A home-based business of this type is a discretionary use within this residential district as defined within the *Town of White City Zoning Bylaw No. 541-10*.

The *Planning and Development Act, 2007*, prescribes the public notice process for discretionary use applications. You are requested to please review the application and forward any comments in writing to the Town Office by 5:00 pm, March 31, 2011.

Yours truly

Debi Breuer

Development Officer

Att: Application for home base business

Misty McConnell Roulston

LETTERS SENT TO:

Jamie & Michele Mokry	62 Fairway Cres
Chad Boyd & Amanda Dreher	60 Fairway Cres.
Brandy Lee Hanson	58 Fairway Cres.
Doug & Chantelle Kee	56 Fairway Cres.
Kenneth & Ruth Pasiechnyk	66 Fairway Cres.
Amber Bagnall	68 Fairway Cres.
Robert & Alison Newman	70 Fairway Cres.
Steve & Tana Burrows	72 Fairway Cres.
Ryan & Shea Lynn Glen	57 Fairway Cres.
Deiana General Construction	59 Fairway Cres.
Chad & Shana Lee Moryski	61 Fairway Cres.
Rod & Margot Johnson	63 Fairway Cres.
Sun Country Homes	65 Fairway Cres.
Dennis & Christine Kessel	67 Fairway Cres.
Brad & Jessica Walker	69 Fairway Cres.
Curtis Walter	71 Fairway Cres.

Will the peace, quiet and dignity of the neighborhood be disturbed by dust, noise, smell, environmentally hazardous materials, smoke or traffic generated by the business/Home occupation?

Yes

No

There will be additional vehicles arriving & leaving at pick up & drop off times at approximately 9am & 11:15 am, and 1:15pm & 3:30pm. I am hoping that this traffic will not disturb the peace too much because of the times being when most are at work.

Will any accessory mechanical equipment be incompatible with the residential zoning of the area, and generate a nuisance, noise, odour, vibration or glare?

Yes

No

Will any vehicle utilized to service the business/Home occupation exceed a gross weight of 3,000kg, being the combined weight of the vehicle and the load carrier thereon?

Yes

No

Shall the business/Home occupation be conducted entirely within the dwelling or accessory building?

Dwelling

Accessory Building

Any Signage? Yes No Size (if applicable) _____

Shall there be any interior display, exterior storage of material, and any variation from residential character of the building?

Yes

No

If yes, explain - Only my basement will be set up as a preschool class room

7. Other comments in support of the application: I really believe the town could support 2 preschools and I also plan to offer a younger class who do not have to be potty trained which is a group that does not currently have preschool offered to them. I love to teach children and look forward to this opportunity. I am currently looking into other private preschools in Regina & locally (there is one in Pilote Butte run within a residence) I think many families would appreciate being able to stay close to home & with children they will attend elementary school with.

8. I will notify the Town of any alteration or changes to the above.
 yes

9. Declaration of Applicant:

I, Misty McConnell Boulston, of the Town of White City, in the Province of Saskatchewan, solemnly declare that the above statements contained within this application are true, and I make this solemn declaration conscientiously, believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of the Canada Evidence Act.

I understand that my application will be distributed (if business type is of a discretionary use) to all dwellings within 75 feet of the business address prior to being reviewed by Town Council according to Town of White City Bylaw No. 366-02.

March 13/11
Date

M McConnell
Signature

Note: The applicant is responsible for ensuring that all measurements, distances and information shown on the lot plan and indicated in this application is correct.

-if this becomes a concern, a possible solution would be to stagger drop off times by 10 minutes to reduce the number of vehicles there at once & it would be made very clear in the parent handbook to use ~~the~~^{my} driveway wherever possible & not to block any neighboring driveways for even one minute.