



# Business License Bylaw Modernization

Economic Development Office



NEW WESTMINSTER

# Framework

Reassignment of Business Licensing under Economic Development Office provides an opportunity to **modernize business licensing function and role**. Fulfill the City's regulatory role of public safety while moving to a **risk-based licensing framework**.



**Simplify and streamline operational processes** to better reflect the current and evolving business environment

Provide tools that **promote and reward compliance**

**Develop efficiencies** for both business applicants and city staff

Reduce **regulatory burden**

# Areas of Focus

## **Historically Problematic Licenses**

Review restrictions on historically problematic license types (liquor, body rub, sex toys, arcades, etc.)

## **Consolidate license types and processes**

Consolidate license types and process (e.g. food trucks, specific types of retail or consulting)

## **Modernize & Future proof license types**

Consider new license types (temporary pop-up, non-profits) and take out outdated (shoeshine, tea reader)

## **Review Fees**

Review of fees and compare with other municipalities

## **Language Updates**

Update general language, FOIPPA, Community Charter language, moral vs. legal (separation of state and church), etc.

# Risk-Based Approach

Fulfil the City's regulatory role of public safety while moving to a risk-based licensing framework.

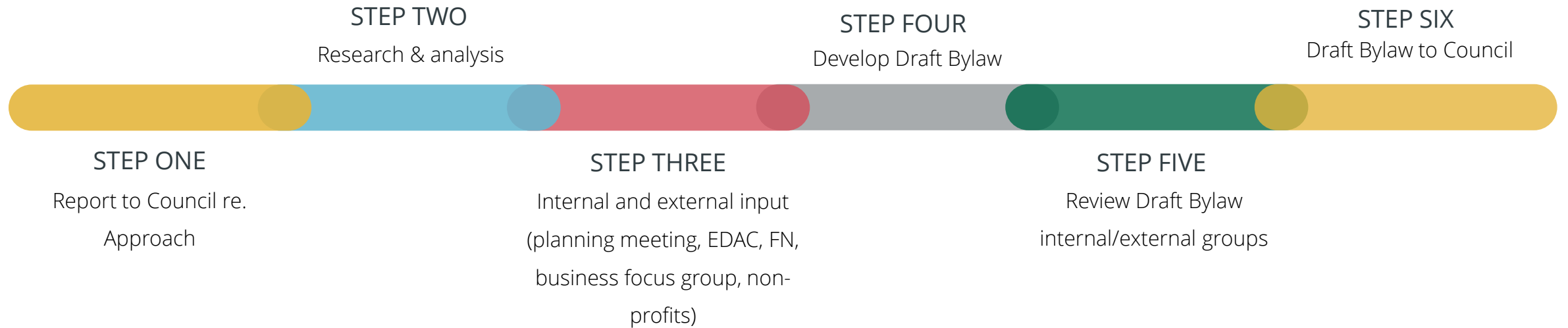
## **Risk levels**

Licenses with a higher risk level receive an increased level of regulatory and compliance oversight, whereas licensees with a lower risk level can benefit from reduced regulatory burden.

## **Enforcement**

Develop an enforcement system that reflects public safety but clearly outlines different stages of consequences, penalties, etc.

# Process



The background features a light gray illustration of three stylized human figures interacting with large interlocking gears. One figure on the left is pointing at a gear, another in the center is holding a gear, and a third on the right is also engaged with the gears. There are also speech bubble icons and a filing cabinet on the right side of the background.

# Stakeholder Input

**Indigenous partners**

**Business  
Association Groups**

**Economic Development  
Advisory Committee**

**Business/Non-profit  
Focus Group**

**Planning Meeting**

# Discussion

- Slotting in Development Services Fee Bylaw, Zoning Bylaw, Sign Bylaw amendments
- Input?
- Any other areas of focus?