



Business Licence Guide For The Municipality of Leamington



Municipality of
Leamington
live | play | work

Thank you for your interest in opening a business in the Municipality of Leamington.

What Types of Businesses Require a Licence?

The following are categories of businesses that require an annual municipal business licence issued by the Municipality of Leamington. For definitions, please see the Municipality's Consolidated Business Licensing By-law 05-19.

- Adult Entertainment
- Bed and Breakfast Establishment
- Cash for Merchandise
- Catering Establishment
- Delivery Vehicles
- Driving School Operator and Instructors
- Eating Establishments
- Food Vehicle
- Ice Cream Cart
- Pawnbrokers
- Personal Care Services
- Rooming/Boarding Houses
- Salesperson/Day Sales
- Salvage Yard
- Transportation Company

Why Do Certain Businesses Need to be Licensed?

The main goal of a municipal business licence is to protect the health and safety of the public who use the service. It also helps ensure the consistency for business owners and customers. The Municipality's Consolidated Business Licensing By-law and amendments provide the rules and regulations for each licensed business.

Zoning

Before you sign a lease or apply for a business licence – check the zoning!
Call 519-326-5761 to speak to the Planning Department or email planning@leamington.ca to receive information about what uses are permitted in which zones.



What Do I need to Apply for a Business Licence?

Application Forms are available online at www.learmington.ca or by calling 519-326-5761. The fees have been waived by Council for the 2021 year.

Each type of business requires certain documentation. You can refer to the application to determine what documentation is needed.

Incomplete Applications

We will not accept incomplete applications. If you are required to provide documentation, it must be provided with the application and not at a later date. We will send the application back to you if you submit it without documents needed.

Fees

In order to assist businesses during this difficult time, Council has waived all licensing fees for the 2021 business year. You do not need to send the fee with your application.

What Happens after I submit my Licence Application and Documentation?

Once you submit your application, the necessary inspections will be arranged for you including Building and Fire. You are required to contact the Windsor-Essex County Health Unit directly for any required Health Unit inspections. Please contact the Licensing Assistant if you wish to receive a copy of a general list of what to expect before your inspections.

Who to Contact

You may contact the Manager of Legislative Services at 519-326-5761 or by email at clerks@learmington.ca with any questions.

Contact Information
Municipality of Leamington, Legislative Services Department
111 Erie Street North, Leamington, Ontario
Phone: 519-326-5761
Email: clerks@learmington.ca

For information about business licensing and to apply, visit www.learmington.ca/business