

HOME OCCUPATION QUESTIONNAIRE

Within the (LDR, TR, MFR, MHP, MU, CBD and HC) Zones, home occupations are permitted accessory uses by right, provided that the applicant has met his/her burden of proof that the proposed use meets all applicable regulations contained within this chapter, including but not limited to the following specific criteria;

- 1) In the (MU, CBD and HC) Zones, no more than two nonresident employees shall be employed on site; in the (LDR, TR, MFR and MHP) Zones, all employees must reside on the site. For the purposes of this section, employees shall be those regularly engaged on the premises; off-site employees who only occasionally visit the site shall not be limited.

What zoning district is the property located in? _____

How many employees? _____ How many reside on-site? _____

How many reside off-site? _____

- 2) Only one home occupation shall be conducted per dwelling unit, and such home occupation shall be incidental to the principal residential use.

How many home occupations will be conducted from said dwelling unit? _____

- 3) In addition to the required parking spaces for the dwelling unit, one parking space for each nonresident employee and patron on site at one time shall be provided. Sufficient off-street parking, as required by the use that is located and designed to blend with the character of nearby parking within the neighborhood, shall be provided.

How many off-street parking spaces currently exist? _____

How many off-street parking spaces are proposed? _____

- 4) No storage or display of goods will be visible from outside of the dwelling and the exterior residential appearance of the dwelling shall be maintained.

Agree _____ Disagree _____

- 5) The area used for the conduct of a home occupation shall occupy no more than 25% of the habitable floor area of the dwelling unit, or 500 square feet, whichever is less.

Total habitable dwelling unit square feet? _____ Home Occupation square feet? _____

Home occupation %? _____

- 6) All home occupation activities shall be conducted within the dwelling building.

Agree _____ Disagree _____

- 7) No manufacturing, repairing, or other mechanical work shall be performed in any open area. Such activity shall be conducted in such a way that no noise, odor, vibration, electromagnetic interference, or smoke shall be noticeable at or beyond the lot line.

Agree _____ Disagree _____

8) No external storage of materials or products shall be permitted. No storage in accessory structures or attached garages shall be permitted.

Agree _____ Disagree _____

9) Retail sales are not permitted as a home occupation, with the following exceptions:

- a. The sale of items subordinate to the conduct of the home occupation or items used in the home occupation, such as the sale of beauty supplies used by the proprietor of a beauty salon conducted as a home occupation.

Agree _____ Disagree _____

- b. Orders previously made by telephone, by appointment, or at a sales party may be filled at the site of the home occupation. There shall be no direct sales of products from display shelves or racks, but a person may pick up an order placed earlier as described above. Parties or other invited or advertised gatherings for the purpose of selling merchandise or taking orders shall not be held more than one time in any thirty-day period at the site of the home occupation.

Agree _____ Disagree _____

10) No explosive or highly combustible materials shall be used or stored on the premises.

Agree _____ Disagree _____

11) The use shall not require the delivery of materials and goods by trucks larger than standard panel trucks.

Agree _____ Disagree _____

12) A home occupation shall only generate waste products or material of a quality or quantity normally associated with a residential use.

Agree _____ Disagree _____

13) The applicant shall demonstrate that sufficient water and sewage disposal service is available for the home occupation. If the property is served by public water or public sewer service, the applicant shall provide confirmation from the service provider(s) that capacity is available to adequately serve the home occupation. If the property is served by on-lot sewage disposal, the applicant shall provide written confirmation from the Sewage Enforcement Officer that the existing on-lot systems are adequate to serve the home occupation.

Agree _____ Disagree _____

***This questionnaire shall be submitted, along with the zoning permit application, to the zoning officer when seeking a home occupation permit.**