



HOME OCCUPATION AFFIDAVIT

Customary Home Occupation: An occupation customarily carried on within a dwelling unit for gain or support involving the sale of only those articles, products or services produced on the premise, conducted entirely within the dwelling by members of the immediate family residing in the dwelling unit with equipment customarily used for household purposes and involving no display of articles or products and no outdoor advertising

(Article III – Definitions, Zoning Resolution).

A customary home occupation specifically **does not** include the following:

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| 1) Dancing or band instrument instruction in groups | 7) Offices for real estate salesman or brokers |
| 2) Florists or flower shops | 8) Convalescent and nursing care facility |
| 3) Tearooms and restaurants | 9) Kennels and animal hospitals |
| 4) Tourist homes, boarding houses, or rooming houses | 10) Clinics and hospitals |
| 5) Beauty parlors or shops and barbershops | 11) Retail sales |
| 6) Fish Hatcheries, worm farms or bait houses | 12) Firewood sales |

Please provide a detailed description of the proposed business, services, or products offered and method of delivery and what activities will take place at the residence:

In addition to the limitations imposed on “Customary Home Occupation” under “Article III - Definitions”, the following requirements from **Article VI, Section 617 the Zoning Resolution** shall be met. Please read below and initial beside each requirement.

		Initials
1.	The home occupation shall be carried on only by a member or members of the family residing in the residence.	
2.	To the extent that there is any sale of any item or service related to the home occupation, no sale of that item or service may occur on or adjacent to the premises unless this use has been granted a Special Use Permit by the City Council after receiving recommendations from the Planning Commission and following a public hearing.	
3.	The home occupation shall not involve group instruction or group assembly of people on the premises.	
4.	There shall be no exterior evidence of the conduct of a home occupation. The home occupation shall be conducted only within the enclosed living area of the home (including basement, if any). There shall be no display or storage of products, materials, or machinery where they may be visible from the exterior of the residence.	
5.	The conduct of the home occupation shall neither increase the normal flow of traffic nor shall it increase either on-street or off-street parking.	
6.	No equipment may be utilized or stored in the conduct of the home occupation except that which is normally used for purely domestic or household purposes. Said items may only may only be those produce on the premises or incidental supplies necessary for and	

	consumed in the conduct of the home occupation. Samples, however, may be kept on the premises but neither sold nor distributed from the residence.	
7.	There shall be no signs advertising the home occupation.	
8.	No more than 25 percent of the dwelling unit may be used for conducting the home occupation.	
9.	One business vehicle, (a trailer is considered as a separate vehicle), used exclusively by the resident is permissible. This vehicle shall be no larger in size than a pick-up truck, panel truck, or van, nor have a carrying capacity of more than one and one-half tons.	

By my signature below, I hereby certify that I reside at the following address; I am the owner or have the owner's permission to operate the home occupation from the premises; if applicable, I have obtained Home Owners Association (HOA) approval and that I have read and understand the above information as well as Article VI, Section 617 of the Zoning Resolution. I further acknowledge that misrepresentation on this application or failure to follow the regulations, which results in violation of City Ordinance(s) could result in revocation of the home occupation permit and/or citation with potential monetary penalties.

Signature of applicant

Date

Printed Name

Address:

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[] Property is located within City limits.

[] Zoning _____

Approved / Denied

Planning & Development Department

Date

Comments:

