



# DEVELOPMENT REVIEW APPLICATION

Planning Division  
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## NON-EXEMPT HOME OCCUPATION FORM, ZR\$600.10

Check here to verify that you have read and understood the definition of "home occupation" as defined by the Zoning Regulations.

Check here to verify that your Zoning District allows residential uses.

Check here to verify that you have read and understood and agree to the definition of a home occupation below.

An occupation, **personal service**, profession, or trade customarily and commonly carried out by an occupant of a DWELLING UNIT as a secondary USE which is customary in residential areas and which does not have an undue adverse effect upon the character of the residential area in which the DWELLING UNIT is located, and which, for the purposes of this Ordinance, shall in all cases comply with the requirements of Section 600.

**Check the standards below that the HOME OCCUPATION does not meet.**

- The HOME OCCUPATION shall be carried on only by full time residents of the dwelling and no more than two employees who are not full-time residents of the dwelling.
  - The HOME OCCUPATION shall be clearly incidental and secondary to the residential USE of the dwelling. The area utilized for the HOME OCCUPATION can be up to fifty percent (50%) of the dwelling square footage plus any accessory buildings not to exceed 1,000 square feet. For HOME OCCUPATIONS utilizing greater than 50% of the dwelling square footage plus any accessory buildings or 1,000 square feet, CONDITIONAL USE approval is required.
  - The HOME OCCUPATION can be carried on entirely indoors, however, there can be OUTDOOR STORAGE of materials or equipment provided it is covered or screened from view from outside the property boundaries.
  - Parking shall be provided off-STREET and shall not be located in FRONT SETBACK areas. Not more than one business-related vehicle not exceeding 15,000 pounds gross vehicle weight as designated by the manufacturer may be kept on a lot as part of a HOME OCCUPATION. No heavy equipment shall be kept on a lot as part of a HOME OCCUPATION.
  - A SIGN, as provided for under Section 830, may be displayed in the FRONT SETBACK area.
  - HOME OCCUPATIONS which produce objectionable noise, smoke, vibration, dust or odors discernable on any adjoining property or dwelling unit shall not be permitted.
  - HOME OCCUPATIONS which create an undue adverse effect upon the character of the neighborhood, substantially or permanently impair the USE of adjacent property or dwelling, or are detrimental to the public welfare shall not be permitted. Hours of operation, outdoor lighting, etc., shall be compatible with the character of the residential neighborhood. Hours of any activities that are discernible beyond the property boundaries (traffic, noise, etc.) shall be limited to 7:00 a.m. to 7:00 p.m. Monday through Saturday.
  - RETAIL SALES are permitted, provided they are limited to those items produced as part of the HOME OCCUPATION. Sales of products directly related to the delivery of a PERSONAL SERVICE are also permitted.
  - HOME OCCUPATIONS shall not produce traffic that alters the essential character of the neighborhood.
- Check here to verify that you understand and accept that any approval is granted to the applicant for the length of time that the applicant occupies the dwelling. Approval shall terminate upon relocation by the applicant and shall neither remain with subsequent occupants of the dwelling nor transfer to a new location with the original applicant.