



HOME OCCUPATION APPLICATION

NAME: _____

ADDRESS: _____

PHONE: _____

DESCRIPTION OF BUSINESS BEING DONE FROM HOME ADDRESS: Please give as much detail as possible i.e., office use, mail & telephone only, online/website or mobile business etc. Applications will be declined if it is unclear as to what type of business is being conducted.

ONLY CHILD CARE APPLICANTS NEED TO COMPLETE THIS SECTION:

Number of employees: _____

No more than one person other than resident(s) of the dwelling shall be employed on-site or report to work at the site of the home occupation except for other employees of licensed child care facilities. This prohibition also applies to independent contractors.

Amount of Occupied Floor Space: _____ Number of Vehicles: _____

Storage Area Provided: _____ Type of Vehicles: _____

Please sign this application after reviewing the Home Occupation Criteria on the reverse side of this form. Your signature indicates that you agree with and will comply with all regulations governing home occupations:

Signature

Date

Section 17.07.020 (12) of the Rohnert Park Municipal Code

HOME OCCUPATIONS

A. *Definitions.* A home occupation is a business enterprise conducted entirely within a dwelling unit, garage or accessory building by the occupant(s) of the primary dwelling, which occupation is clearly incidental and secondary to the use of the dwelling for residential purposes, and which is consistent with the criteria below.

B. *Criteria for Home Occupation Authorization.*

1. *Criteria.* A home occupation in a residential district shall require a business license and no business license shall be granted unless the use conforms to all of the criteria listed below.
 - a. Primary use must be the residence of the person conducting the occupation.
 - b. The home occupation is conducted entirely within the principal dwelling. A garage shall not be used in connection with a home occupation, if such use interferes with its primary use as vehicular storage.
 - c. There shall be no exterior indication of home occupation. The appearance of the dwelling in no way shall be altered, nor shall the occupation be conducted in a manner which would cause the residence to differ from its original residential character, either by the use of colors, materials, construction, lighting or signs.
 - d. No outdoor storage, parking, or display of vehicles, equipment, materials or supplies related to the home occupation shall be permitted. Exception: one business vehicle, up to one-ton capacity, with signage, used for the home occupation shall be permitted.
 - e. No more than one person other than resident(s) of the dwelling shall be employed on-site or report to work at the site of the home occupation except for other employees of licensed child care facilities. This prohibition also applies to independent contractors.
 - f. The home occupation shall not generate vehicular or pedestrian traffic in excess of that which is normally associated with residential uses in the same district. Exceptions for home occupations in a single-family detached residence:
 - i) Child care up to 14 children (See Section re: conditional use permit requirements for Large Family Day Cares).
 - ii) Individual instruction or tutoring, professional services (e.g. tax services, insurance sales, etc.), massage, chiropractor, hairstyling, and consulting provided they serve one client at a time.
 - g. The home occupation shall not create noise, odor, dust, vibration, smoke, electrical disturbance, or any other interference which is detectable to the normal senses beyond the property line or outside the dwelling unit if the occupation is conducted in other than a detached single-family dwelling unit.
 - h. There shall be no excessive use of, or unusual discharge into, any one or more of the following utilities: water, sewers, electrical, garbage, or storm drains.
 - i. Delivery vehicles shall be limited to those types of vehicles which typically make deliveries to single-family neighborhoods, such as the United States Postal Service, United Parcel Service, pickup trucks, and light vans.
 - j. There shall be no repair of large appliances, internal combustion engines, automobiles, trucks, or motorcycles at the home.
 - k. There shall be no motor power other than electrically operated motors. The horsepower of any single motor shall not exceed one-half horsepower, and the total horsepower of such motors shall not exceed one horsepower.
 - l. There shall be no cooking or food preparation at the site for the purpose of retail sales from a vehicle and any permitted food preparation shall first receive a permit from the Health Department.
 - m. Other than normal household quantities, there shall be no hazardous materials on-site.
 - n. Home occupations shall comply with all other applicable City codes and ordinances;
 - o. Home occupation business licenses apply to a specific site and owner and shall not be transferable to different persons or to different locations.