

APPLICATION FOR PERMIT TO CONDUCT HOME OCCUPATION

Name: _____

Address: _____

Telephone number: _____

Email: _____

Type of activity to be conducted: _____

How much area (square feet) of your home will be used to conduct this activity: _____

What is the total area of living space (square feet) in your home: _____

Total number of off-street parking spaces provided: _____

Names of persons living in the home to be involved in this activity: _____

Date

Signature of applicant

OFFICE USE ONLY

Zone: _____ Off-street parking spaces required: _____

Building Code/Zoning Ordinance Compliance: Yes No (If no, state reason(s) below.)

Date

Building Official

This permit is approved disapproved by reason of compliance non-compliance with applicable zoning regulations.

Date

Town Manager

3-42 HOME OCCUPATION:

The accessory use of a dwelling unit for limited occupational purposes. The use is clearly incidental and secondary to the use of the dwelling for residential purposes and does not change the character thereof. Such use must be entirely contained within the main dwelling and involve no outside storage or work. Where permitted home occupations are restricted or limited as follows:

- (a) No persons other than the immediate family residing in the dwelling shall be engaged in such occupation.
- (b) The use of the dwelling unit for the limited home occupations shall be clearly incidental to the use of the dwelling for residential purposes. In no case shall more than twenty-five (25) percent, or the equivalent to twenty-five (25) percent of the ground area of the habitable portion of dwelling be used in conducting the limited home occupations, including any related storage; and, there shall be no display of goods and/or stock in trade outside the dwelling. In addition to the off-street parking requirements of the residence, one off-street parking space shall be provided for each 200 square feet of area, or fraction thereof, used in connection with the home occupation. Not more than one (1) vehicle may be used in connection with the home occupation and such vehicle shall not carry advertising or identification as to the home occupation.
- (c) No equipment or process shall be used in the limited home occupation which creates noise, vibration, glare, fumes, odors, electrical, radio, or television interference, detectable to persons off the premises. Electrical or mechanical equipment normally associated with a business operation shall not be permitted.
- (d) There shall be no change in the exterior of the structure to indicate the use.
- (e) Commercial sale of items not produced as part of the home occupations is prohibited, except that a qualified resident salesperson may engage in selling items which are not sold at the home nor stored in the home of such salesperson.
- (f) No advertising of any type, including telephone book listing that shall make use of the street address.
- (g) No signs shall be erected.
- (h) There shall be no group instruction, group assembly or group activity on the premises.
- (i) The keeping of more than five children (which does not include children residing in the home) in any type child care facility cannot be considered as a home occupation.
- (j) No automotive or garage type service or repairs will be permitted.
- (k) No large appliance, radio or television service or repairs will be permitted.

- (l) Professional type offices or work places of professions in which clients must, or do normally, visit the office or work place one or more times, will not be permitted. Professional type offices or work places in which clients need not, and do not normally, visit the office, or work places are permitted subject to the provisions of this section.

An application must be made for a permit, and a permit secured prior to any proposed home occupation being established. The application must fully describe the nature of the proposed home occupation. A permit will be issued when all conditions of the Zoning Ordinance, including the above, are met. However, any such permit will not in any way modify or rescind any building or building related code requirements. The business license appropriate to any permitted home occupation must also be secured.

3-42.1 HOME OCCUPATION - INTERNET BASED:

An internet-based business that involves only immediate family members of a household and has no other employees at the home address, does not produce, receive, stock or ship products at or from the home address, except for correspondence and documents shipped by USPS, UPS, FedEx or a similar service, is permitted to operate within all Residential Zoning Districts (R-1, R-1A, R-1M, R-2, R2FH, R-3, R-3MH). Such a business shall be incidental and secondary to the use of the dwelling unit for residential purposes and shall not change the character thereof. If accessory buildings, such as garages or garden sheds, are utilized, they shall comply with all other provisions of the Zoning Ordinance, and shall be of similar character as defined by the residential unit and the adjacent neighborhood. No business sign shall be permitted. The Town Manager shall have the authority to review such internet-based businesses and determine compliance with all of the above. Those that do not comply shall immediately cease operation.⁸³