



Home Occupation Affidavit

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Updated **MAR 2026**

NOTICE TO APPLICANT

Home Occupation: An occupation customarily carried on within a home by the owner or spouse of the owner for gain or support, involving the sale of only those articles, products, or services produced on the premises, conducted entirely within a dwelling unit and conducted entirely by persons residing in that dwelling unit, using only that equipment as is customarily found in a home and involving no display of articles or products.

OFFICE USE ONLY

Business License Number: _____

Applicant Information

Business Name _____ Business Physical Address _____

The application for Home Occupation will be approved, provided that zoning permits the use and the following criteria are met (initial each line):

- _____ Home Occupation will be carried on by either the owner of the dwelling or their spouse.
- _____ Home Occupation will be conducted entirely within the principal building.
- _____ Home Occupation will utilize not more than 20 percent of the total floor area of the principal building.
- _____ Home Occupation will produce no alteration or change in the character or exterior or change in the principal building from that of a residential dwelling.
- _____ Home Occupation involves the sale or offering for sale of articles produced or assembled on premises or products not produced on site, but, related and accessory to the service provided.
- _____ Home Occupation will not generate pedestrian or vehicular traffic or demand for parking, beyond that which is normal to the particular neighborhood.
- _____ Home Occupation will create no disturbing or offensive noise, vibration, smoke, dust, odor, heat, glare, traffic hazard, unhealthy, or unsightly condition.
- _____ Home Occupation is not located within 1,000 feet of an existing home occupation.
- _____ Home Occupation will operate between the hours of 7:00 a.m. and 7:00 p.m.
- _____ Home Occupation will display no sign or external indication of the home occupation.

Affidavit

The undersigned Applicant certifies that the information provided is true and correct and acknowledges that approval is contingent upon zoning compliance and continued adherence to all applicable regulations and required criteria.

Applicant Name _____ Applicant Signature _____ Date _____

Notary Name _____ Notary Signature _____ Seal _____