

Home occupations may be established as an accessory use to a dwelling as provided in permitted uses for the zoning districts established by Article 7, Specific Use Provisions. In districts where permitted, regulations shall apply to home occupations unless a Special Use Permit is approved by City Council. Failure to meet one of these regulations at any time shall be unlawful and grounds for immediate revocation of the Occupational Tax Certificate. Refer to Section 716 of City Code posted on www.cityofliburn.com for code language summarized below:

Section 716. - Home occupation

One home occupation may be established as an accessory use to a dwelling as provided in permitted uses for the zoning districts established by this chapter

1. The gross floor area of the building devoted to a home occupation SHALL NOT EXCEED 25% of the dwelling. An accessory building may be used with conditions.
2. ALTERATIONS INCONSISTENT WITH THE RESIDENTIAL USE of the principal building and accessory buildings **ARE PROHIBITED**.
3. The home occupation **SHALL NEITHER INCREASE THE NORMAL FLOW OF TRAFFIC NOR SHALL IT INCREASE ON STREET OR OFF STREET PARKING**. Parking space and vehicles shall be owned by residents only, except for the parking of one vehicle for one employee. Vehicles related to the home occupation **SHALL BE PARKED OFF STREET**.
 - a. Vehicles parked on site shall be owned and used by residents only, except for the parking of one employee vehicle as permitted by section 716-6.
 - b. Parking of commercial vehicles shall be restricted according to Section 733 and storage of commercial vehicles shall be prohibited.
 - c. Incoming vehicles related to the home occupation shall at all times be parked on site within the confines of the residential driveway or on an adjoining off-street approved parking surface outside the right of way and not to exceed parking limitations in a front yard.
 - d. The home occupation operation shall not include receipt or transport of bulk goods or people by commercial vehicles and no deliveries shall be permitted other than by U.S. mail or similar package delivery services.
4. **NO TRANSPORTING OF GOODS BY COMMERCIAL SIZED TRUCKS** is allowed and **NO DELIVERIES** shall be permitted other than by regular mail or overnight mail/package delivery services.
 - a. **NO HOME OCCUPATION SHALL GENERATE TRAFFIC, SOUND, SMELL, VIBRATION, LIGHT, OR DUST THAT IS OFFENSIVE OR THAT CREATES A NUISANCE**. Machinery/equipment emitting sound (e.g., saws, drills, etc.) detectable beyond the property is prohibited.
 - b. Equipment not normally a part of domestic/household equipment used primarily for commercial purposes shall not be permitted.
5. There shall be **NO SIGNS** in conjunction with a home occupation in residential districts, except **SIGNS ON VEHICLES**.
6. The home occupation shall be carried on only by **A MEMBER OR MEMBERS OF THE FAMILY RESIDING** in the residence. Only occupants of the dwelling **AND 1 ADDITIONAL EMPLOYEE** shall be authorized to work on the premises in connection with a home occupation.
7. There shall be **NO DISPLAY AND NO STOCK-IN-TRADE AND NO COMMODITY SOLD ON THE PREMISES**, and no activity associated with the home occupation visible from outside the dwelling. Samples may be kept on the premises, but they may neither be sold nor distributed from the residence.
8. Allowed uses include the sale of only those articles, products or services packaged or produced on the premises, 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 outside the dwelling. The following list contains representative home-based businesses. Similar uses not listed shall be reviewed and may be conditionally approved by the Director. Home Business PERMITTED Uses-

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| <ul style="list-style-type: none"> • Business Office • Cleaning Service • Locksmith • Family Daycare Home • Interior Design Service • Consulting Service | <ul style="list-style-type: none"> • Music Lessons • Internet Based Business • Landscape Maintenance/
Lawn Care Service • Sales Representatives | <ul style="list-style-type: none"> • Mobile Pet Grooming Service • Tutoring • Errands/Shopper Service • Contractor Services** |
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****Contractor Services shall be limited to office operations only, including design and dispatch scheduling. No construction**

materials intended to be sold or delivered to a customer shall be stored on the property or in the dwelling.

9. To the extent that there is any sale of any item or service related to the home occupation not specified in Section 716-8 or conditionally approved by the Director or his/her designee, 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 city council.

10. THE FOLLOWING USES ARE SPECIFICALLY **PROHIBITED** AS HOME OCCUPATIONS:

- Auto sales or auto/vehicle repair or implement repair
- Animal hospitals, veterinary clinics, kennels, or the keeping of animals; funeral homes;
- Group instruction or assembly of people, unless licensed with SUP.
- Lodging services, unless licensed with SUP as group home.
- Machine shops
- Personal service establishments (excluding beauty salons in R-1)
- Restaurants
- Retail or wholesale shops;
- Special event facilities

11. All home occupations shall be subject to review criteria and conditional approval by the director or his/her designee. The applicant for a business registration shall file for home occupation approval on forms provided by the planning department.

I hereby certify that I have read, understand, AND COMPLY WITH the above requirements for operating a customary home occupation. I understand that failure to comply with Zoning Ordinance SECTION 716 may result in the revocation of my occupation tax certificate and may result in fines of up to \$2,500 per day, per violation, or 60 days in jail, or both. **I ALSO UNDERSTAND THAT IT IS MY OBLIGATION AS HOME OCCUPATION APPLICANT TO BE AWARE OF NEIGHBORHOOD COVENANTS THAT MAY APPLY.**

 Signature

 Printed Name

 Date

 Director's signature of approval with conditions noted

 Date

CONDITIONS: _____