

**PLACER COUNTY INTER-DEPARTMENT
HOME BUSINESS LICENSE QUESTIONNAIRE**

WELCOME TO PLACER COUNTY

APPLICANT NAME:

BUSINESS NAME AND ADDRESS:

ASSESSOR PARCEL NUMBER:

- 1) In order to assist you in the process of your application, please give a detailed description of the type of business and equipment you will be operating in Placer County, providing details of business activities. Please write legibly, being very specific in your description. You may attach additional pages if needed. _____

- 2) How many occupants of the residence will be involved in the proposed business? _____
- 3) How many non-occupant employees will be involved in the proposed business that report to the home site? _____
- 4) How many home occupations (not counting this business) are currently run out of the home? _____
- 5) What will be the average number of clients/customers daily? _____
- 6) Describe what rooms or buildings will be used in the conduct of the business and how these areas will be used. _____
- 7) Where will supplies/equipment be stored? _____
- 8) Describe the mechanical/electrical equipment or tools that will be used in connection with the business and where they will be stored on the premises. _____

- 9) Will you be placing a sign on the property to advertise the business? Yes ____ No ____
- 10) Will trucks, trailers, or other equipment be used in your business? Yes ____ No ____ If yes,
 - a) What is the vehicle type? _____
 - b) How many vehicles? _____
 - c) Does the vehicle exceed 1 ton carrying capacity? Yes ____ No ____
 - d) Address of storage location when not in use. _____
- 11) Will this "Home Occupation" involve the use of commercial vehicles for the delivery of materials to or from the premises? Yes ____ No ____ If yes, please explain and include the frequency of deliveries or pickups. _____
- 12) Is this an existing business that is relocating? Yes ____ No ____ If yes,

- a) Provide the previous street address, city and state. _____
- b) Provide the business name if different from this application. _____

13) What type of sewage disposal system services the property? Public Sewer ___ On Site Disposal System ___

14) Would anything other than normal domestic wastewater be entering the septic or public sewer system? Yes ___ No ___ If yes, please explain what type of substance or material it will be.

15) What is the property's water source? Private Drilled Well ___ Small Public Water System ___ Ditch Water ___ Public Treated Water (Give Water Agency Name) _____

16) What are the days and hours of operation of the business? _____

17) Does the business involve any food or liquor products? Yes ___ No ___ If yes, provide the type of food or liquor product name.

Hazardous Material Questionnaire

A hazardous material/waste includes, but is not limited to, acids, gasoline, propane, pesticides, weed killers, paints, paint thinner used oil, welding gases, poisons, water reactive chemicals, fertilizers, flammable liquid's and solids, explosives, and industrial cleaners. If you or your business will be handling or storing hazardous material/waste, provide the name of the material/waste below. Verify the quantity amount in pounds, cubic feet, or gallons.

Name of material/waste

Quantity amount

I understand that the questions I have answered on this questionnaire have been completed in their entirety. I understand that any missing or misleading information may result in the delay, denial, or revocation of this "Home Occupation" business license per Placer County Code Section 5.08.200 (B).

Signature of Applicant _____ **Date** _____

**PLACER COUNTY HOME BUSINESS PERFORMANCE STANDARDS
EXCERPTS FROM PLACER COUNTY SECTION 17.56.120 – HOME OCCUPATIONS**

NOTICE TO THE APPLICANT:

PLEASE READ THE INFORMATION NOTED BELOW PRIOR TO THE COMPLETION OF THE PLACER COUNTY HOME BUSINESS LICENSE APPLICATION.

The purpose of this ordinance is to allow for limited, commercial-type activities such as accounting, music lessons, computer-programming, etc. to be conducted within dwellings or detached structures as home occupations. Type of uses not permitted are auto repair, commercial retail sales, outdoor business activities, etc. A “home occupation” business license allows the *occupants of the home* the accessory use of the residence as a base for the business but not to the extent that excess pedestrian and vehicular traffic is generated. The following performance standards must be met in order to obtain approval by the Planning Department for the requested business license. This review is to insure the compatibility of the home occupation with the surrounding neighborhood.

PERFORMANCE STANDARDS:

1. **Accessory Use Only.** The activity shall be consistent with and clearly accessory to the principal use as a dwelling.
2. **Exterior Evidence of Use.** There shall be no exterior display or evidence of the home occupation, such as noise, light, etc., other than signing as allowed by subsection E and other than the display of items associated with a garage/yard sale or a plant nursery as allowed by subsection (C)(8). No outdoor storage of supplies, materials or products associated with the home occupation is permitted. The storage of vehicles associated with a home occupation shall be as provided by subsection (C)(5).
3. **Location of Home Occupation.** A home occupation shall be conducted only within an enclosed living area of the dwelling, detached accessory structure that does not exceed any size limitation contained elsewhere in this ordinance, or attached garage, or, in the case of a garage/yard sale or plant nursery, adjacent to a dwelling or a garage. Home occupations shall not be permitted out-of-doors on the property or in any trailer or other temporary structure unless allowed by subsection (C)(8), or unless otherwise consistent with this chapter.
4. **Equipment.** No mechanical equipment shall be used that creates visible or audible interference in line voltage outside the dwelling unit or that creates noise, odor, glare, smoke or dust not normally associated with residential uses.
5. **Vehicles, Delivery and Pick Up.** No commercial vehicle, including taxis and limousines, shall be stored on the site even if owned, rented, or leased by the home occupation operator, unless allowed pursuant to the provisions of Section 17.56.250(B)(1) or (B)(2) (Commercial vehicle storage). No more than one commercial vehicle round trip per day, not including taxi or limousine trips, shall be made for the purpose of picking up or delivering raw materials, finished products, equipment or similar materials, to or from the home occupation residence.
6. **Limited Employees Permitted.** One employee other than the actual residents of the dwelling may be engaged in the home occupation when operated from a single-family detached home. There shall be no other individuals employed at the residence or reporting on-site, unless the home occupation is located on at least 4.6 acres, in which case a maximum of two such employees may be permitted.
7. **Number of Patrons.** No home occupation or combination of home occupations on a single site shall involve more than three patrons visiting the site at any one time and a maximum of fifteen (15) patrons per day except for occasional garage/yard sales.
8. **Retail Sales.** On-site sale of goods shall be allowed a maximum of thirty (30) days per year except for occasional garage/yard sales which shall be limited to no more than nine consecutive days nor more than four total weekends per year (nine days total within any calendar year). In the case of plant nurseries, growing may occur outdoors at all times but actual retail sales are limited as noted above, to a maximum of thirty (30) days per year.
9. **Storage of Materials.** The storage of materials, goods, supplies or equipment shall be of a type normally associated with a single family residence or other use permitted in the applicable zone district. Any hazardous or potentially hazardous materials shall not exceed amounts commonly found in single-family residences. [As an example, backhoes

and the trailers to haul them, specialized sinks (such as those found in a commercial hair salon), commercial cabinetry manufacturing equipment, etc., are not permitted.]

10. Number of Home Occupations. In no case shall more than two home occupations be conducted on a single site, and where there are two permitted, the above limitations shall apply to the combined uses. For purposes of this subparagraph, occasional garage/yard sales may be conducted as allowed by subsection (C)(8) regardless of the existence of two other home occupations on the same site.

11. Hours of Operation. Home occupations shall be conducted primarily between the hours of seven a.m. and ten p.m. No employee traffic, deliveries, or equipment that is available outside the structure shall be permitted after ten p.m. nor before seven a.m. each day.

12. Plant Nurseries. Plant nurseries may be permitted as a home occupation under the following conditions and subject to all of the performance standards noted above.

- a. The plant growing operation must not be readily visible from the street.
- b. The growing area must not exceed 5,000 square feet.
- c. The growing operation must conform to the regulations of the State Department of Food and Agriculture and State Department of Pesticide Regulation.

D. Parking. One off-street parking space shall be provided for any vehicle used in the home occupation pursuant to subsection (C)(5), in addition to any garage spaces required by Section 17.54.060(B)(5) for the dwelling, and one additional space for each employee that may be permitted by subsection (C)(6) of this section. Any parking provided shall not obstruct emergency vehicle access on any public or private road.

E. Signs. Home occupations shall be allowed signs only as provided by Section 17.54.170(C)(2)(l) (Residential Identification Signs). (Ord. 5126-B (part), 2001)