



PLANNING DIVISION

411 Main Street (530) 879-6800
 P.O. Box 3420
 Chico, CA 95927-3420
 www.chicoca.gov

Application No. HOP - _____

Home Occupation Permit Application

Applicant Name	Business Name
Business Street Address	Business Phone
Nature of business and description of how your business is conducted within your home (continue on reverse)	

Please read carefully and initial each required standard to indicate compliance

A home occupation is a limited business activity in a residential or Office Residential zoning district, conducted by the occupant in a manner that is accessory to and compatible with the residential characteristics of the surrounding neighborhood. A person engaged in a home occupation shall comply with the following standards as set forth in Section 19.20.060 of the Chico Municipal Code:

_____ The location of the home occupation is the principal residence of the applicant and is clearly incidental and secondary to the use of the property for residential purposes;

_____ No major structural changes are proposed which would significantly alter the character of the residence, or change its occupancy classification, in compliance with the Uniform Building Code;

_____ Signage is limited to one non-illuminated name plate not exceeding 1 square foot in area, approved by the Director, and further, there shall be no display of merchandise or stock in trade or other identification of the home occupation activity on the premises;

_____ The proposed home occupation shall not create levels of new glare and light inconsistent with existing amounts of glare and light within the surrounding neighborhood;

_____ The proposed home occupation shall not adversely increase noise levels beyond permissible residential noise levels within the surrounding neighborhood;

_____ The proposed home occupation shall not generate electrical interference, dust, heat, odor, solid waste, vibration, or other characteristics in excess of that customarily associated with similar residential uses in the surrounding neighborhood;

_____ Employment shall be limited to persons residing on the premises, and one additional person;

_____ The total floor area used for the home occupation, including any area within accessory structures, shall not exceed 50 percent of the net floor area of the dwelling unit, or 400 square feet, whichever is less;

_____ No equipment, materials, or products associated with the use shall be stored or displayed where visible from off the premises;

_____ The proposed home occupation shall not involve the storage or use of explosive, flammable, or toxic materials, specifically defined as hazardous materials;

_____ Any proposed home occupation affording access by use of a private road easement shall be conducted in a manner that shall not overburden the vehicular use of the private road easement;

_____ The home occupation activity shall not generate more than 10 additional pedestrian or vehicular trips in excess of that customarily associated with the zoning district in which it is to be located, and no more than 2 deliveries each day. Any traffic generated by the home occupation shall be consistent with the existing traffic levels and patterns of the surrounding residential neighborhood;

_____ No customers or clients shall be allowed to patronize the home occupation business between the hours of 10:00 p.m. and 8:00 a.m., except for large family day care homes; and

_____ The permittee is responsible for obtaining additional Federal, State or local permits as necessary.

Applicant Authorization and Signature

I have read and understand the standards as set forth above and agree to comply with them. I further understand that approval of this application is not final until the fee has been paid. ***(Additional signature required on reverse).***

Applicant's Signature	Date
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For Office Use Only

Application Reviewed By	<input type="checkbox"/> Contact Info in Application Log	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> Not Required
Fee received By	<input type="checkbox"/> Application Fee \$ _____	Business License No.	Receipt No.	

Original - Planning Binder Applicant Finance Building File

Description of Business (continued from page 1):

When a commercial facility is located in a private residence, that portion used both for the commercial facility and residential purposes is covered by the new construction and alteration requirements of the California Building Code for disabled access (CBC 1101B.6).

This includes the homeowner's front sidewalk, door or entryway, hallways, and those interior or exterior parts of the residence available to or used by employees or visitors of the commercial facility, including restrooms.

I, as owner, affirm that it is my responsibility to provide access for my clients and employees under the California Building Code. If this requirement cannot physically be met on my residential property, I will provide reasonable accommodation by temporarily conducting my business with the client at another location which is accessible to the client.

Owner's Signature: _____ Date: _____.