

## **Home Occupation Permit Application**

This permit is required of all home-based businesses located within the City of Pittsburg. Read Pittsburg Municipal Code sections 18.50.405 and 18.50.415, on the attached page, prior to completing this application.

A one-time processing fee of \$50.00, payable to the City of Pittsburg, is required with this application.

Business Address:	Business Name: Business Phone: Property Owner's Address:
<u> </u>	FORMED AT THIS ADDRESS AND ANSWER QUESTIONS 1-12: cational Arts and Crafts Production Mail Order
<ul> <li>3.  Will more than 20% of the total floor area</li> <li>4.  Will any business signs or advertising det</li> <li>5.  Has there been or will there be any remode</li> <li>6.  Will the home-based business office or sq</li> <li>7.  Will any aspect of the home-based busines</li> <li>8.  Will any goods or materials be sold, displif yes, explain:</li> <li>9.  Will the delivery or storage of any goods of the five square of the</li></ul>	e business address but do not live at the business address? of the residence, or 10% of the site, be used for the business? vices be displayed on the exterior of the residence? deling done to the residence to accommodate the business? pace within the residence be accessed by a door other than the front door? ess be conducted in the garage, shed or yard area? ayed, processed or manufactured at the residence?  or materials occur on the premises?  residence in connection with this home-based business? nicle, or any vehicle exceeding a gross vehicle weight of 15,000 pounds,
	taff member to discuss your Home Occupation Permit application, ner in the Planning Division, prior to submitting this application. If and sign the following:
I have read and understand Pittsburg Municipal Code s and I hereby state that my home occupation will confor	section 18.50.405, as reproduced on the page following this permit application, m to all provisions set forth therein.
I also understand that should Planning staff receive a crevoked by the Zoning Administrator and the business	complaint about the operation of this home occupation, this permit may be no longer be allowed to operate at this address.
Signature of Applicant  Note: This Permit is not a Business License- Contact the F	Signature of Property Owner or Manager Finance Department at 65 Civic Avenue, telephone (925) 252-4955 for a business
FOR STAFF USE ONLY:	
APPROVED () DENIED () BY:	REMARKS/DATE:

GP:

RECEIPT NO:

ZONE:

Comments: \_

## PITTSBURG MUNICIPAL CODE SECTION <u>18.50.405</u> Standards for a Home Occupation Permit

A home occupation permit may be issued only if the use meets all of the following conditions:

- A. The home occupation is not incompatible in any way with the residential character of the neighborhood;
- B. There is no external evidence of its operation;
- C. The use conforms to all of the following conditions:
  - 1. Only a resident of the dwelling unit may be engaged or employed in the home occupation;
  - 2. The primary function of the home occupation will not necessitate providing services to customers or clients within or on the site of the dwelling unit. An exception to this condition is the provision of an educational service and the supply of goods or materials to be used in conjunction with the educational service if the educational service does not create a neighborhood nuisance by the generation of noise or pedestrian or vehicular traffic beyond that normal for the area in which the use is located;
  - 3. No goods, samples, materials or objects in connection with the operation of the home occupation may be stored or displayed on the site of the dwelling unit. This condition is not intended to prohibit the temporary interior storage of materials used in the operation of the home occupation; provided, that the storage complies with subsection (C)(5) of this section and does not create a health or safety problem or neighborhood nuisance;
  - 4. No goods, products, or items may be maintained and sold from the dwelling as an activity of the home occupation, except as provided by subsection (C)(2) of this section. This does not include an activity regulated under the temporary use section of this title;
  - 5. Not more than 20 percent of the total floor area of the dwelling or 10 percent of the site may be used in conjunction with the home occupation;
  - 6. No sign, nameplate, or any other form of advertising used in connection with the home occupation may be displayed on the site;
  - 7. No structure, addition, alteration or remodeling of the dwelling is permitted in connection with the home occupation;
  - 8. Access to that portion of the dwelling used for the home occupation may only be through the main entrance to the dwelling unit;
  - 9. One commercial motor vehicle, not exceeding a gross vehicle weight of 15,000 pounds, together with equipment, tools, and stock-in-trade may be maintained on the site provided such vehicle is used as the applicant's means of transportation and such tools and equipment are not used for the performance of services on the site and stock-in-trade is not sold from the site;
  - 10. No noise, dust, smoke, odor, nor electrical interference may be emitted in conjunction with the home occupation and the use must comply with the performance standards prescribed by Chapter 18.82 PMC.

The planning staff may refuse a home occupation permit even though the use may technically qualify with all these conditions if it finds that there is the possibility that the use may disrupt the residential neighborhood or that it is not in keeping with the intent and purpose of a home occupation.

## PITTSBURG MUNICIPAL CODE SECTION <u>18.50.415</u> Uses Not Permitted as Home Occupations

The following occupations or activities and every similar use when conducted on a commercial basis and performed on the site of the applicant's dwelling may not be considered a home occupation and therefore not permitted in an R district.

- A. The repair, manufacture, processing, or alteration of goods, materials, objects, or equipment. However, dressmaking, tailoring and the manufacturing of arts and crafts items or the creation of artistic works, intended for off-site sale in which no equipment or process is used which creates an adverse impact on the neighborhood is permitted if the activity complies with PMC 18.50.405. This provision is also not intended to exclude the creation or processing of clerical, graphic, computer-generated, or administrative associate products;
- B. A use involving food handling, processing, or packing, except as permitted under AB 1616, Cottage Food Operations (see <a href="http://cchealth.org/eh/retail-food/">http://cchealth.org/eh/retail-food/</a> for applicable forms, applications and regulations);
- C. Harboring, training, or raising animals, with the exception of the breeding and selling of no more than two (2) litters or broods of domestic animals in any calendar year;
- D. Either major or minor vehicle equipment repair or painting, including off-site mobile services. However, windshield or glass repair and minor dent removal are permitted; provided, that the service does not necessitate removal or replacement of any automobile body panel, engine part or paint; and provided, that the activity complies with the provisions of PMC 18.50.205 and 18.50.405;
- E. Sale or servicing of firearms or ammunition;
- F. Automobile washing and detailing, including off-site mobile services.