



HOME OCCUPATION AFFIDAVIT

****To be filed with Sales & Use Tax****

PLEASE TYPE OR PRINT

Applicants Name: _____ Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone #: _____ Zoning of the Property: _____

Describe all business activities at the residence **IN DETAIL** _____

****IMPORTANT DISCLAIMER****

Applicants are strongly cautioned that it is their responsibility to check with City of Longmont Code Enforcement Division to confirm the business use they intend to engage in is an allowed use in the zone district where the business is going to be located. Failure to verify business use appropriateness related to zone district -prior to business start up - will result in severe consequences, including the issuance of a cease and desist order for the business. Code Enforcement may be reached by calling 303-651-8321 or 303-651-8695.

I acknowledge I have read and understand this disclaimer _____.

Section 15.10.020 #153 defines a Home Occupation, it states: "Home Occupation means an accessory use of a dwelling unit (or of an accessory structure allowed on a residential lot) for gainful employment of the residents of the dwelling unit, which use does not change the essential residential character or appearance of the dwelling unit."

Longmont Municipal Code Section 15.04.030.C.4 states:

It is the intent of this subsection to regulate home occupations so the average neighborhood resident, under normal circumstances, will not be aware of their existence. Home occupations must meet all of the following criteria:

- a) Home occupations shall be conducted entirely within the principal structure or an accessory structure associated with the residential use, (but not within an accessory dwelling unit) and shall be carried on by the inhabitants of the principal dwelling and no others. A person who does not reside within the principal dwelling cannot be employed in the home occupation.
- b) Home occupations shall be **clearly** incidental and secondary to the use of the dwelling for dwelling purposes and shall not change the residential character of the property.
- c) The total area used for a home occupation shall not exceed an area representing one-half (50%) of the first-floor building area of the principal dwelling unit.
- d) There shall be no advertising or other display or indications of a home occupation with the exception of the signage permitted per Chapter 15.06 (Signs), of this Development Code.
- e) There shall be no substantial retailing or wholesaling of stocks, supplies or products conducted on the premises of a home occupation, however, delivery of retail products to the consumer off the premises such as in the course of a mail order business, shall be permitted.
- f) There shall be no exterior storage on the premises of supplies or material used in the home occupation, nor of any chemically hazardous, explosive or combustible material within the dwelling or upon the exterior of the property.
- g) A home occupation shall not render unusable off-street parking required for the dwelling per this Development Code. A home occupation shall provide additional off-street parking area adequate to accommodate all needs created by the home occupation, without changing the residential character of the premises. Home occupations shall provide adequate screening of off-street parking areas provided for the home occupation.
- h) A home occupation shall not generate or result in nuisances such as traffic, on-street parking, noise, vibration, odor, glare, fumes, electrical interference or hazards greater than that usually associated with residential uses.

I have read and understand the ordinance stated above and agree to abide by it under penalty of law and to notify the City of any changes in this home occupation. I understand that this application is intended to inform applicants of the regulations and in no way legitimizes any use that does not strictly conform to the provisions of the ordinance as stated above.

Date: _____ Signature: _____