

Staff Report

Subject: Proposal to Adopt Revised Standards for Home Occupations and Residential Businesses
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Department: Development Services
Meeting Date: August 19, 2025

Item Description: The proposed update to Section 3.15: Home Occupations establishes clear and enforceable standards for **home occupations**—non-client-facing business activities operated exclusively by residents within their homes or accessory structures. The amendment applies uniformly across **all zoning districts**, with a focus on maintaining the **residential character** of neighborhoods.

Executive Summary/Background

- **No client or customer visits** are permitted.
- All business activity must be conducted **entirely indoors** and by **residents only**.
- **Size limitation** of 500 sq. ft. or 25% of the home’s heated floor area, whichever is less.
- Strict controls on **noise, odor, waste, and visibility** to eliminate disturbances to neighbors.
- Limits to **one business vehicle** and **one utility trailer** with no visible equipment.
- Subject to **approval by the Zoning Administrator**, and must be **renewed annually**.

The ordinance prioritizes privacy, low impact, and regulatory clarity to support at-home economic activity without compromising neighborhood integrity

Item Description: The proposed update to Section 3.15A: Residential Businesses introduces a regulatory framework for residential businesses—home-based enterprises that may include limited customer access and one non-resident employee. This use is permitted only in AR-1, AR-2, and R-1 zoning districts, and requires a Conditional Use Permit approved by the Board of Commissioners following a public hearing.

Executive Summary/Background

- **Up to 700 sq. ft. or 35%** of the dwelling’s heated floor area may be used for the business.
- Customer visits are allowed with **approved off-street parking** and **ADA compliance**.
- Deliveries are restricted in R-1 zones to **two per day** by passenger vehicle only.
- A detailed list of **prohibited business types** (e.g., auto repair, food service, group instruction) protects neighborhood health and safety.
- One approved **commercial vehicle and utility trailer** permitted, with screening.
- Businesses must **renew permits annually** and maintain a current **Occupational Tax Certificate**.

The proposal aims to provide economic flexibility for residents while enforcing strong **land use compatibility, operational controls, and design standards**

Department Review: Development Services

FUNDING: N/A