

**CUSTOMARY HOME OCCUPATION  
STATEMENT & ACKNOWLEDGEMENT**

Home Occupations are regulated by the City of Berkeley Lake Zoning Ordinance. The ordinance defines home occupation as: *An occupation customarily carried on within a dwelling for gain or support involving the sale of only those articles, products or services produced on the premises, conducted entirely within the dwelling by members of the immediate family residing in the dwelling unit and involving no display of articles or products.*

1. Description of the business, services/products offered and method of delivery and what activities will take place at the residence (attach additional sheets if necessary):

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*I hereby certify that I have read and understood the home occupation regulations, Sections 78-205 and 78-206 and that the information I have provided is accurate and complete. I acknowledge that I am aware that failure to comply with the home occupation regulations may result in revocation of my Occupational Tax Certificate and / or zoning enforcement action under the Zoning Ordinance.*

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Print Name: \_\_\_\_\_ Business Title: \_\_\_\_\_

**Section 78-205 Home Occupation Restrictions**

A home occupation may be an accessory use in any residential district subject to the following conditions:

- (1) A home occupation shall be clearly incidental and secondary to the use of the dwelling for residential purposes and shall not change the character thereof or adversely affect the uses permitted in the residential district of which it is a part.
- (2) Home occupations shall be conducted entirely within an existing dwelling unit and enclosed accessory structures. No alteration shall be made in either the internal or external structural form of the residential building or external appearance for purposes of home occupation. The removal of partitions or floors or parts thereof, shall be construed as such an alteration and is therefore prohibited.
- (3) No more than 25 percent, up to 600 square feet, of a residence and accessory structures may be used for home occupations.
- (4) There shall be no outside storage of any kind related to a home occupation.
- (5) No home occupation shall increase traffic or parking greater in volume or different in nature than would otherwise normally occur in the residential neighborhood in which it is located.
- (6) Customers or clients may not come to the premises.
- (7) Stables or kennels for the boarding or breeding of animals is prohibited. The salvage or repair of motor vehicles is also prohibited.
- (8) Only the residents or property owner may be employed at a residence as part of a home occupation.

- (9) No home occupation shall create sounds, noise, dust, vibration, smell, smoke, heat, humidity, glare, radiation, electrical interference, fire hazard or any other hazard, nuisance or unsightliness which is discernible beyond the property.
- (10) Delivery and/or pickup of products and materials related to home occupations shall occur no more than once per day and be limited to vehicles with six or less wheels.
- (11) With the exception of one delivery/pickup per day, as specified in subsection (10) of this section, no more than one commercial vehicle shall be allowed on the premises at any onetime.
- (12) Exterior signage of every type is not permitted.
- (13) Waste products and volume shall not exceed that normally associated with single-family dwellings, including, without limitation, paper products, radioactive materials, solid wood or wood products, food, plastic or metals and must not, in any event, result in the home producing an overall volume of waste which exceeds the average volume of waste for other homes within the district by ten percent.

**Section 78-206 Exemptions.**

The following special exceptions to activity otherwise restricted by section 78-205 shall be permitted:

- (1) Nonresidential uses as permitted in section 78-194(6) are exempt from the provisions of section 78-204.
- (2) Occasional garage/lawn/yard, art, or craft sales are permitted up to twice per year, for up to two days each.
- (3) Delivery of services (such as architect, attorney, clergy, engineer, tax consultant, etc.) are permitted subject to the following:
  - a. No more than one client vehicle at any time; off-street parking must be available and utilized;
  - b. Only occasional and incidental client visits are permitted;
  - c. Clients are permitted between the hours of 9:00 a.m. and 6:00 p.m.; and
  - d. All other requirements of section 78-205 must be met.
- (4) The following uses are permitted for adult and child educational purposes in recognition of the benefits educational home occupations provide to the community at large.
  - a. Instruction in music, dance, arts and crafts, or tutoring services within an enclosed building, but limited to two pupils at one time, is permitted subject to the following:
    - i. Clients are permitted between the hours of 7:00 a.m. and 9:00 p.m.
    - ii. Off-street parking must be provided and utilized.
    - iii. All other requirements of 78-205 must be met, except subparagraphs (5) and (6).