



**City of Windsor Heights
Home-Based Business
Registration Form**

Name: _____

Business Name: _____

Address: _____

City, State, Zip Code: _____

Phone Number: _____ Email _____

Registration Fees: \$10.00 per calendar year

By signing this registration form, I agree that I have reviewed the criteria for a home-based business and that my home-based business does qualify under these conditions.

Signed: _____

Dated: _____

Cc: Police Chief
Fire Chief
Building Inspector

Home Based Business Criteria

171.08 ACCESSORY USES.

1. Home-Based Businesses; Home Occupations. Each home-based business shall register with the City, on a form established by the Zoning Administrator. Home-based businesses and home occupations are permitted as an accessory use in residential units subject to the following conditions:

A. External Effects.

(1) There shall be no change in the exterior appearance of the building or premises housing the home occupation other than signage permitted within this section.

(2) No noise, odors, bright lights, electronic interference, storage, or other external effects attributable to the home occupation shall be noticeable from any adjacent property or public right-of-way.

(3) The home occupation shall be carried on entirely within the principal residential structure and/or within a detached accessory building approved by the Board of Adjustment in accordance with these zoning regulations. All "external effects" criteria in subparagraphs (1), (2), (4), (5), and (6) of this paragraph A are applicable for the detached accessory building. Signage is not allowed upon the detached accessory building.

(4) Mechanical or electrical equipment supporting the home occupation shall be limited to that which is self-contained within the structure and normally used for office, domestic or household purposes.

(5) No outdoor storage of materials or equipment used in the home occupation shall be permitted, other than motor vehicles used by the owner to conduct the occupation. Parking or storage of heavy commercial vehicles to conduct the home occupation is prohibited.

(6) No home occupation shall discharge into any sewer, drainage way, or the ground any material which is radioactive, poisonous, detrimental to normal sewer plant operation, or corrosive to sewer pipes and installations.

B. Employees. The home occupation shall employ no more than one full time or part time employee on site other than the residents of the dwelling unit, provided that one off-street parking space is made available and used by that nonresident employee.

C. Extent of Use. For all residential zoning districts, a maximum of 30% of the floor area of the dwelling may be devoted or used for a home based business/home occupation, inclusive of any attached garage or detached accessory buildings used for the home occupation.

D. Signage. Signage designating the home occupation shall be consistent with regulations for zoning districts set forth in Chapter 175 of this Zoning Code.

E. Traffic Generation.

(1) Home-based businesses may generate no more than 10 vehicle trips per day.

(2) Delivery or service by commercial vehicles or trucks over ten tons gross empty weight is prohibited from any home-based business located on a local street.

F. Prohibited Home-Based Business or Home Occupations.

(1) Beauty and Barber Shops are allowed only as a conditional use as home occupations in the AG, R-2, R-3, and R-4 zoning districts.

(2) Welding, vehicle body repair and rebuilding or dismantling of vehicles are not permitted as home-based businesses.