

200.2: Minor Home Occupation (Cottage Industry):

Criteria:	YES	NO
a. The home occupation must be located within a dwelling unit or an existing accessory building on the same property as the dwelling.		
b. The home occupation is clearly an accessory use to the residential use of the property and will not change the residential character of the property in any visible manner.		
c. The home occupation is conducted only by family member(s) residing at the principal residence on the property.		
d. The home occupation may occupy an area either in the dwelling or in an accessory building that is equivalent to no more than 25% of the floor space of the dwelling only.		
e. The home occupation will not routinely involve customer on-site sales or service.		
f. The home occupation must provide adequate off-street parking that must be used.		
g. There shall be no outside operations, storage, display of materials or goods, heavy vehicles or equipment. The home occupation shall result in no external evidence of the business except for a permitted sign.		
h. The occupational use of the home will not result in a significant increase in traffic, parking requirements, noise, odor, waste disposal, lighting, or other negative influence on the community.		

If all of the above criteria are met then a Request for Exemption of Processing Under Site Plan Review Regulations may be completed by the applicant and a Site Plan Review will not be required.

200.3: Home Occupation:

Criteria:	YES	NO
a. The home occupation must be located within a dwelling unit or an existing accessory building on the same property as the dwelling.		
b. The work of the home occupation may be done on the premises or at customer's site.		
c. The home occupation may employ no more than two other individuals beyond family member(s) residing at the principal residence on the property.		
d. The home occupation may occupy an area either in the dwelling or in an accessory building that is equivalent to no more than 33% of the floor space of the dwelling only.		
e. The home occupation must provide adequate off-street parking that must be used.		
f. No more than 3 work-relation vehicles may be parked on the premises.		
g. Up to 5,000 sq. ft. of exterior/outdoor space may be used for storage or display only if properly screened.		

A Site Plan Review will be required for Home Occupations and the application procedures in Section XII of the Site Plan Review Regulations should be used for an abbreviated application.