

Carroll Valley
BOROUGH

Good Neighbor Series

#2 – Home Occupations and Businesses

What is the Impact?

A growing number of businesses are based out of a home in the United States. Whether you want to start a home-based business or occupation or already own one and want to move to Carroll Valley, please know the requirements for home-based businesses and occupations.

Carroll Valley has long supported and encouraged Home Occupations and Businesses, as we feel the more a homeowner is home, the safer and more robust the community will be. All of Carroll Valley's zoning districts allow for "no impact home-based businesses" and "home occupations" with a proper permit.

Not everyone who works from home needs a permit. Only those who are "self-employed" and work from home. Because you are not only working from home but also operating a business in a residential district. So, you may be asking yourself, "Do I need a permit?" Well, do you get a regular paycheck from an entity not located at your home address? If so, you probably do not need a permit. If you are self-employed and work from home, you must obtain a Home-Based Business / Occupation Permit.

Home Occupations



A Home Occupation is defined as a business conducted within a dwelling or a single building accessory to the dwelling by the inhabitants thereof and which is clearly incidental and subordinate to the primary residential use of the property. In simple terms, a home occupation is a business where the work is completed inside the business owner's home.

Examples of a Home Occupation include, but are not necessarily limited to, the following types of occupations: **barber**, **hairstylist**, dressmaker, professional office of attorney, **architect**, landscape architect, engineer, **accountant**, physician, dentist, realtor, insurance agent, **personal trainer**, clergyman, teacher, artist, **car detailer**, horticulturist, or surveyor; **clerical**, typing and word processing services; family **child care** (4-6 children); sales of specialty "**homemade food**" products; and appliance repair, provided that no work may be performed out of doors and no appliances may be stored out of doors.

General Rules for Home Occupations

- **NO EMPLOYEES.** Unless for the purposes of group instruction, assembly, or activity, individuals other than family are not permitted to engage in the operation of your home-based business.
- **STILL YOUR HOME.** Homes must be primarily used for living, and only 25% of the gross floor area may be dedicated to a home-based business, INCLUDING no equipment or process that creates noise, vibration, glare, fumes, odors, or electrical interference off the lot is permitted.
- **NO EXTERIOR STORAGE** of materials or equipment.
- **NO ADDED VEHICLE TRAFFIC.** No traffic is permitted to be created by a home occupation in greater volumes than normally expected in a residential neighborhood—any parking generated by the business should be off the street and not in yards.

- **SIGNS** advertising a Home Occupation are permitted, provided the following requirements are met.
 1. The maximum area on one (1) side of the sign shall not exceed four (4) square feet.
 2. The total area of the sign shall not exceed eight (8) square feet.
 3. Sign illumination shall be limited to external illumination.
 4. The maximum height of a freestanding sign shall not exceed six (6) feet. Wall signs or projecting signs are permitted, provided that said sign does not extend above the eave of the building.

No-Impact Home-Based Business



A No-Impact Home-Based Business is defined as a business or commercial activity administered or conducted as an accessory use that is clearly secondary to the residential use of the property and which involves no customer, client, or patient traffic, whether vehicular or pedestrian, pickup, delivery, or removal functions to or from the premises, more than those normally associated with residential use. In simple terms, a No-Impact Home-Based business is a business where the work is completed away from the home by a member of the household, and while not working, all tools, supplies, and equipment are stored inside the home or an accessory structure.

Examples of a No-Impact Home-Based Business include, but are not necessarily limited to, the following: **landscaper**, plumber, electrician, **housekeeper**, personal chef, **handyman**, and photographer, provided that no work may be performed outside of the business owners' home.

General Rules for No-Impact Home-Based Business

- **NO EMPLOYEES.** Unless for the purposes of group instruction, assembly, or activity, individuals other than family are not permitted to engage in the operation of your home-based business.
- **STILL YOUR HOME.** Homes must be primarily used for living, and only 25% of the gross floor area may be dedicated to a home-based business, INCLUDING no equipment or process that creates noise, vibration, glare, fumes, odors, or electrical interference off the lot is permitted.
- **THE NEIGHBORS CAN'T TELL YOU HAVE A BUSINESS.** The home's exterior may not be changed to indicate that a home is anything other than a home.
- **NO EXTERIOR STORAGE** of materials or equipment and no parking, signs, or lights.
- **NO RETAIL SALES.** No products may be sold on the premises in connection with the home-based business, including no display or sale of retail goods and no stockpiling of inventory.
- **NO ADDED VEHICLE TRAFFIC.** No traffic is permitted to be created by a home-based business in greater volumes than normally expected in a residential neighborhood—any parking generated by the business should be off the street and not in yards.
- **SIGNS** advertising a No-Impact Home-Based Business are not permitted.

Permitting Information

To find out if you need a permit or to apply for a permit, please visit www.carrollvalley.org and view the link for "Forms and Documents."

OTHER THAN "NO IMPACT HOME-BASED BUSINESSES" AND "HOME OCCUPATIONS," NO OTHER BUSINESS ACTIVITIES ARE PERMITTED TO BE CONDUCTED IN ANY OF OUR RESIDENTIAL DISTRICTS.