



City of Sonora

FEE **\$50.00**
Acct # 303-04107-001

HOME OCCUPATION PERMIT APPLICATION

Name of Applicant _____ Phone # _____

Address: _____

Name of Property Owner _____ Phone # _____

Address: _____

Business Name: _____ Expected Gross Income \$ _____

I hereby make an application for a Home Occupation Permit, under the terms of Section 17.04.155 and Chapter 17.59 of the Sonora Municipal Code. [Ord. 843, 2017] [Ord. 613 § 2 (part), 1985]

17.04.155 - Home Occupation

“Home Occupation” means any use customarily carried on within a residential dwelling by the inhabitants thereof for which the inhabitants receive some form of remuneration, which use is clearly incidental and secondary to the use of the dwelling for dwelling purposes and does not change the character thereof, and does not adversely affect the uses permitted in the zone and vicinity in which it is located, provided the home occupation is approved pursuant to the provisions of Chapter 17.59, Home Occupations.

Please describe in detail, the Home Occupation you are proposing:

Will you have employees who would work at or be dispatched from this location for the home based business? Yes No

If you answered yes, do not continue with this application. You are not eligible to apply for a Home Occupation Permit.

Where will the business operations be conducted? Residence Garage

Number of rooms designated for business use? _____

(Attach floor plan of the building identifying the location of the Home Occupation)

Will there be additional pedestrian traffic coming to/from this location related to the business operations?
 Yes No If yes, how many pedestrians will access this home per day? _____

Will there be additional vehicular traffic associated with this Home Occupancy? Yes No

Will there be additional vehicles of the residents, in addition to personal vehicles that will be parked on the premises related to the business operations? Yes No If yes, how many vehicles, will be parked on the premises? _____ Additional Vehicles

ADDITIONAL REQUIREMENTS

A. If the public will be accessing the home for business purposes the following ADA requirements apply:

Commercial facilities located in private residences – Section 11B-245 of the California Building Code and all other applicable Chapters will be enforced.

- 1. 11B-245.2 Application.** When a commercial facility is located in a private residence, that portion of the residence used exclusively in the operation of the commercial facility or that portion used both for the commercial facility and for residential purposes is covered by the new construction and alterations requirements of this chapter.

Exception: The portion of the residence used exclusively as a residence is not required to be accessible in accordance with this chapter.

- 2. 11B-245.3 Accessible elements required.** The accessible portion of the residence extends to those elements used to enter the commercial facility, including the front sidewalk, if any, the door or entryway, and hallways; and those portions of the residence, interior or exterior, available to or used by employees or visitors of the commercial facility, including restrooms.

B. Building Permit: A building permit, payment of permit fees and an inspection will be required for needed ADA Improvements, prior to issuance of a Home Occupation Permit.

C. Business License: Upon approval by the Community Development Director of a Home Occupation permit, the applicant shall obtain a city business license, except for those occupations whose total gross income is less than \$5,000.00

Certification by Applicant:

I certify under penalty of perjury under the laws of the State of California that the business will not occupy more than one room and in no case occupy more than 25% of the existing residence. I further certify that the information on this application is true and correct and by my signature below, I hereby agree to abide by Ordinance No. 843, related to Home Occupancies in the City of Sonora, attached to this application.

If the City receives a complaint about the operation of the business, it is our duty to investigate so that we can verify the facts and help make corrections or adjustments so that the problems can be solved. Our desire is to help both the complainant and the licensee. If you have any questions, please contact the Community Development Department at (209) 532-3508.

Applicant's Signature: _____

Date: _____

Applicant's Signature: _____

Date: _____

OFFICE USE ONLY:

Received:	
Fees:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Floor Plan:	<input type="checkbox"/> Yes <input type="checkbox"/> No
ADA Building Permit Required	<input type="checkbox"/> Yes <input type="checkbox"/> No
Inspection Completed:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Business License Required	<input type="checkbox"/> Yes <input type="checkbox"/> No

APPROVAL: Community Development Director _____ **Date** _____