



**CITY OF GRASS VALLEY**  
**Community Development Department**

**Building Division**  
530-274-4340  
**Planning Division**  
530-274-4330  
Fax 530-274-4399

125 East Main Street  
Grass Valley, CA 95945

## **Home Occupation Standards for Approval**

Please provide the following information regarding your proposed Home Occupation:

Business name: \_\_\_\_\_

Brief description of business operation (i.e., type of business or service, client/customer visit frequency, method of production of products sold, etc.): \_\_\_\_\_

  

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Business address: \_\_\_\_\_

*Mobile businesses should list the address at which the main administrative operations will occur out of (i.e., booking appointments or clients, bookkeeping, etc.).*

The following standards for home occupations, established in Section 17.44.100 of the City of Grass Valley Development Code, are intended to provide reasonable opportunities for employment within the home, while avoiding changes to the residential character of a dwelling that accommodates a home occupation, or the surrounding neighborhood. Your signature below signifies that the operation of the Home Occupation will comply with the following standards at all times:

1. The home occupations shall maintain an active city business license.
2. In the event that there are any changes to the home occupation operation or address, the operator will submit an updated Standards of Approval form to the City and update the business license.
3. The home occupation shall be clearly secondary to the full-time use of the property as a residence.
4. All home occupation activities shall not occupy more than twenty-five percent of the gross floor area of the ground floor. A garage or other enclosed accessory structure may be used for home occupation purposes only if required off-street parking spaces are continually maintained. Horticulture activities may be conducted outdoors, but only on the rear one-third of the site.
5. The use shall not require any exterior modification to the structure not customarily found in a dwelling, nor shall the home occupation activity be visible from a public right-of-way, or from neighboring residential properties.

6. There shall be no advertising signs, other than one name plate, not exceeding one square foot in area, and only if attached flush to a wall of the structure.
7. Activities conducted and equipment or material used shall not change the fire safety or occupancy classifications of the premises. The use shall not employ the storage of explosive, flammable, or hazardous materials beyond those normally associated with a residential use.
8. No home occupation activity shall create dust, electrical interference, fumes, gas, glare, light, noise, odor, smoke, toxic/hazardous materials, vibration, or other hazards or nuisances as determined by the director.
9. There shall be no window display or outdoor storage or display of equipment, materials, or supplies associated with the home occupation.
10. A home occupation shall have no on-site employees other than full-time residents of the dwelling; except that up to two nonresident employees may be allowed with Use Permit approval.
11. The home occupation shall be operated so as to not require more than eight vehicle trips per day of clients, customers, visitors, and/or service visits to the residence. On-site presence of clients or customers shall be limited to one client or family at a time, and only between the hours of 9:00 a.m. and 8:00 p.m.
12. There shall be no motor vehicles used or kept on the premises, except residents' passenger vehicles, and/or one pickup truck, van, or similar vehicle not exceeding one and one-half-ton carrying capacity. The home occupation shall not involve the use of commercial vehicles for delivery of materials to or from the premises in a manner different from normal residential usage, except for FedEx, UPS, or USPS-type home deliveries/pick-ups.
13. No utility service to the dwelling shall be modified solely to accommodate a home occupation, other than as required for normal residential use.

*I, \_\_\_\_\_, hereby agree to comply with the terms and conditions for operating a Home Occupation, as outlined above. I further understand that if at any time I do not comply with the standards required to operate, any business conducted on the property would be required to cease operation. Also, I understand that if I continue to operate after receiving a notice to cease operation, I am subject to penalties as set forth by City of Grass Valley Municipal Code Chapter 1.14.*

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Signature

Date

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**FOR CITY USE ONLY**

Reviewed and approved by: \_\_\_\_\_ Date: \_\_\_\_\_