Application for Home Occupation

Address of Business: ________________________________________________________________
Business Name: ________________________________________________________________
Applicant’s Name: ________________________________________________________________
Applicant’s Phone: ________________________________________________________________
Applicant’s Email: ________________________________________________________________

Describe Business Activity in detail (items sold, services provided, activities conducted in residence):

________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

Please answer the following questions:

1. Which area of your residence will the home occupation be conducted?
   ______________________________________________________________________________

2. What is the total square feet of your residence?
   ______________________________________________________________________________

3. What is the square feet that will be utilized for your home occupation?
   ______________________________________________________________________________

4. Will there be customers/clients visiting site? ☐ Yes ☐ No

5. Materials stored on site? ☐ Yes ☐ No
   If yes, where? ________________________________________________________________
   Type(s) of material(s): _________________________________________________________

6. Employee(s) on site (besides resident)? ☐ Yes ☐ No

In connection with the Home Occupation, all of the following conditions from Section 17.08 F of Hermosa Beach Municipal Code must be satisfied:

1. Such occupation shall be carried on only by occupants of a dwelling, and shall involve the use of not more than four hundred (400) square feet, not to exceed twenty-five (25) percent of the total area of the permitted buildings on the premises.

2. Inventory and supplies for such home occupation shall occupy not more than twenty-five (25) percent of the permitted area and shall be stored entirely within an enclosure or building.
3. No sale of goods is permitted on the premises.

4. No employees are allowed.

5. No signs are permitted.

6. No display of any kind shall be visible from the exterior of the premises.

7. Light, but not medium or heavy, business machines are allowed. The classification by the planning department shall be final.

8. No presses, data processing equipment, or any electrical or other equipment requiring specialized electrical installation, or requiring over one hundred twenty (120) volts of power to operate are allowed, nor shall any mechanical shop or electrical tools be permitted except those which are customary to home crafts.

9. No tools or equipment may be operated which make a sound audible from without the premises at a distance of twenty (20) feet from the property line, between the hours of six p.m. and nine a.m. No activity or equipment which makes any loud or whining noise discernible from without the premises is permitted at any time.

10. No garaging or storing of vehicles bearing any advertising related to the home occupation is allowed upon the premises or in the street in the vicinity.

11. No foot or vehicle traffic may be generated to or from the premises except for traditional uses such as tutors and day care centers as approved by the planning director.

12. There shall be complete conformity to fire, building, plumbing, electrical, zoning and health codes and to all state and city laws and ordinances; except, where required parking spaces are not available, the planning commission may temporarily waive such requirements if they find:

   a. The garage, carport or space is not available solely because of temporary storage, and not because of construction and/or building improvement or modifications, and

   b. The temporary storage is not related to products, materials, etc., used for the conduct of the home occupation, and

   c. Such waiver to be effective only if no detrimental effects are caused to adjacent properties and no valid complaints were filed due to storage.

13. No structural alterations of the premises are permitted solely for the benefit of the business.

14. No professional offices are allowed, specifically including but not limited to the healing arts, law, accounting, real estate, clergy, insurance and similar professional or semi-professional offices, unless the person engaged in such home occupation maintains a principal licensed office in an area permitting such activity as a principal use.

15. No listing or advertising of the address of such home occupation for business purposes is permitted including display ads in telephone, business and city directories and in newspapers and magazines. The telephone number and address may be listed on business cards.

16. The term of any permit shall be for one year, or for such other period as shall be authorized by the city council.
17. It shall be a condition of any permit hereunder that the applicant shall agree that, in the event of amendment of this section to prohibit such or any home occupation in a zone in which the same is situated, that such home occupation shall not have the status of nonconforming use, and may be eliminated forthwith without provision for extended liquidation or amortization.

18. Prior to permit approval, the premises shall be inspected to determine compliance with all limitations and requirements, particularly subsection F (12) of this section.

I, (print)____________________________________, have read and understand the restrictions for a “Home Occupation” as established by the City of Hermosa Beach Municipal Code (Section 17.08 F) and acknowledge that my business shall be in full conformance.

Applicant’s Signature: ________________________________________________ Date: ____________________

For Office Use:

COMMUNITY DEVELOPMENT DEPARTMENT
☐ Approved  ☐ Denied
Special Condition(s) if applicable: ____________________________________________________________

Staff Signature: ___________________________ Date: ____________________

FINANCE CASHIER DEPARTMENT
Business License Number: ___________________________ Issued Date: __________________________

Notes: __________________________________________________________________________________

Fire Inspection Date: ___________________________ Fire Inspector Initial: __________________________
Fire Inspection: ☐ Passed  ☐ Failed
Staff Signature: ___________________________ Date: ____________________