

HOME OCCUPATION APPLICANTS

**PLEASE ATTACH A LETTER TO YOUR BUSINESS LICENSE APPLICATION
USE THE CRITERIA BELOW TO OUTLINE YOUR LETTER**

Explain in detail all aspects/services your company performs.

Hours of operation and number of clients you expect daily.

Amount of on-street parking available for clients, company vehicles, etc.

Type of equipment and/or vehicles relative to your operations.

Plan for disposal and/or storage of debris, materials, grass clippings, etc. (if applicable).

Affect on your neighbors.

Other information if applicable.

HOME OCCUPATION (PART A)

In accordance with Sec. 14-33 of the Riverview Code of Ordinances, any business, trade, occupation, profession, work or commerce within the Riverview City limits must apply for and obtain a Business License from the City Clerk's Office. The issuance of a license for a Home Occupation business operation is predicated upon the proper use of a residence pursuant to Sec. 8.105 and department approvals pursuant to the Riverview Zoning Ordinance.

City of Riverview Zoning Ordinance Sec. 8-104 **Home occupations shall be subject to the following:**

A. Use Standards.

1. **Intensity of use.** Home occupations must be clearly incidental and secondary to the use of the dwelling as a residence. No more than twenty five percent (25%) of the habitable floor area of the residence and twenty five percent (25%) of the floor area of any accessory structure may be used for the home occupation.
2. **Employment.** No persons shall be employed in the home occupation, other than the dwelling occupants.
3. **Customer or client visits.** A home occupation shall not generate more than ten (10) customer or client visits per day, nor more than 20 customer or client visits per week. No more than two (2) customers or clients may be present at any given time.
4. **Commercial vehicle parking and deliveries.** Home occupations shall be limited to the parking or storage of one (1) commercial vehicle on the premises not exceeding a three-quarter (3/4) ton capacity, provided such vehicle is directly related to the home occupation. Delivery vehicles used to deliver goods to a home occupation are limited to automobiles, passenger vehicles, mail carriers and express package carriers.
5. **Hours of operation.** Customer or client visits, and deliveries associated with the home occupation shall be limited to between the hours of 7:00 a.m. and 8:00 p.m.

B. Permitted Home Occupations.

The following uses shall be permitted as home occupations.

1. Home offices for such professionals as architects, doctors, brokers, engineers, insurance agents, lawyers, realtors, accountants, writers, salespersons and similar occupations.
2. Personal services, including barber shops, beauty parlors, manicure and pedicure shops, grooming, catering, and chauffeuring services.
3. Home office for a massage therapist, subject to the standards of Section 8.322 (Therapeutic Massage).
4. Music, dance, art and craft classes, tutoring, and studios for artists, sculptors, musicians and photographers.

5. Workshops for tailors, dressmakers, milliners, and craft persons, including weaving, lapidary, jewelry making, cabinetry, and wood-working.
6. Repair services, limited to watches and clocks, small appliances, computers, electronic devices, and similar small devices.
7. Any home occupation not specifically listed may be permitted as a special land use by the Planning Commission, subject to the provisions of this Section and Section 20.02 (Special Land Uses).

C. Prohibited Uses and Activities.

1. **Prohibited uses.** The following uses are expressly prohibited as a home occupation:
 - a. Automobile truck, recreation vehicle, boat, motorcycle or small engine repair, bump and paint shops, salvage or storage yards.
 - b. Kennels or veterinary clinics.
 - c. Medical or dental clinics.
 - d. Retail sales of merchandise, or eating and/or drinking establishments.
 - e. Undertaking and funeral homes.
 - f. Adult uses and sexually-oriented businesses.
 - g. Uses similar to the above listed uses, or any use which would, in the determination of the Community Development Director, result in nuisance factors as defined by this Ordinance.
2. **Prohibited activities.** Home occupations shall not include:
 - a. Outdoor display and/or storage of materials, goods, supplies, or equipment used in the home occupation.
 - b. The use of machinery, equipment or facilities not commonly incidental or accessory to a residential dwelling.
 - c. Changes or alterations to the character or appearance of the residence.
 - d. Use of any signs or outside displays on the premises, except as permitted for residential dwellings in Article 17 (Signs).
 - e. Parking that cannot be accommodated on the site, plus one (1) on-street parking space.

D. Home Occupation Permits.

A permit must be obtained to lawfully operate a home occupation. Applications for such a permit shall be submitted to the City for review by the Community Development Director and Building Official.

1. If, in the written opinion of the Building Official and the Community Development Director, the proposed home occupation conforms with the standards of this Section, a permit to lawfully operate a home occupation shall be issued by the City.
2. If the Community Development Director or Building Official determines that the proposed home occupation does not comply with the standards of this Section, the applicant may request the Community Development Director to refer the proposed home occupation to the Planning Commission for review as a special land use, subject to the provisions of this Section, and Section 20.02 (Special Land Uses).

3. Should a lawfully established home occupation no longer meet the conditions outlined above or other conditions stipulated for approval, a violation shall be cited against the operator of the home occupation. The operator of the home occupation shall have ten (10) working days to correct the referenced violations. If the violations are not corrected within that time, the permit to operate the home occupation shall be revoked and all related activities must cease.
4. Permits to operate a home occupation shall be reviewed on an annual basis in conjunction with issuance of a business license through the City Clerk.
5. Home occupation permits shall be limited to the applicant who legally resides in the residence.