



44-950 Eldorado Drive, Indian Wells, CA 92210

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[www.cityofindianwells.org](http://www.cityofindianwells.org)

*CITY USE ONLY*
License # _____

### BUSINESS LICENSE APPLICATION (Home Occupation - Residential)

Please **TYPE** or **PRINT CLEARLY**

Business Name: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Business Address: \_\_\_\_\_ Business Phone: (\_\_\_\_) \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Business Fax: (\_\_\_\_) \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Description of Business: \_\_\_\_\_

Ownership:  Corporation  Sole Proprietor  Partnership  Limited Partnership  LLC  Trust

Federal Tax ID (FEIN): \_\_\_\_\_ State Tax ID (SEIN): \_\_\_\_\_ Resale: \_\_\_\_\_

#### EMERGENCY CONTACT INFORMATION

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_

**APPLICANTS FOR HOME OCCUPATIONS MUST COMPLETE THE FOLLOWING: HOME OCCUPATIONS MUST CONFORM WITH THE RULES AND REGULATIONS OF SECTION NO. 5.01.060 OF THE INDIAN WELLS MUNICIPAL CODE. A HOME OCCUPATION IS A BUSINESS ACTIVITY CONDUCTED AS AN ACCESSORY USE IN A RESIDENTIAL DWELLING FOR THE PURPOSE OF PROFIT.**

Name of occupants residing in the dwelling to be involved in the business: \_\_\_\_\_

Describe mechanical/electrical equipment necessary to conduct business: \_\_\_\_\_

Material of products used and their manner of delivery to the business: \_\_\_\_\_

How are contacts made with clients and/or employees not authorized on premises? \_\_\_\_\_

Square Footage of usable floor area in residence (excluding garage): \_\_\_\_\_

Location and square footage of area used by business (i.e. bedroom/den): \_\_\_\_\_

#### LICENSE FEES

Home Occupation:	\$113.00	Finance Code: 2000
*Mandatory State Fee must be added to fee above	\$ 1.00	Finance Code: 2008
<b>Total Amount Due:</b>	<b>\$ 114.00</b>	

**\*\*IMPORTANT: PLEASE SEE REVERSE SIDE FOR ADDITIONAL INFORMATION\*\***

I have read and understand the requirements of a Home Occupation Business License and do hereby agree to comply with the conditions stated below and all provisions of the Indian Wells Municipal Code Section 5.01.060 Home Occupation and to limit activities to the business described by me above. I also understand that any violation of the regulations governing a Home Occupation Business License will be sufficient reason for revoking the License.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

**FOR CITY USE ONLY – CITY APPROVALS:**

Planning Department:      Approved \_\_\_\_\_ Denied \_\_\_\_\_ Initial & Date: \_\_\_\_\_

Building Department:      Approved \_\_\_\_\_ Denied \_\_\_\_\_ Initial & Date: \_\_\_\_\_

Fire Department:      Approved \_\_\_\_\_ Denied \_\_\_\_\_ Initial & Date: \_\_\_\_\_

**THE FOLLOWING IS AN EXCERPT FROM THE INDIAN WELLS MUNICIPAL CODE SECTION 5.01.060 OUTLINING THE CONDITIONS PERMITTING A HOME OCCUPATION:**

- (1) The use of the dwelling unit for a home occupation shall be an incidental and accessory use and shall not change the principal character of the dwelling unit and shall be compatible with surrounding residential uses.
- (2) Not more than twenty-five percent (25%) of the floor area of the main dwelling unit, nor more than one (1) room of the main dwelling shall be used in the conduct of the home occupation. A home occupation may be conducted in a detached structure that is appurtenant to the main dwelling if the detached structure is fully conforming under all building and zoning regulations. The home occupation may be conducted in the garage to the dwelling unit but shall not use any space required for off-street parking. If a detached structure or garage is used for a home occupation, then no other room located in the main dwelling may be used for any home occupation.
- (3) The home occupation shall be performed or conducted in a fully enclosed structure. There shall be no work performed outside the enclosed structure, nor shall there be any storage or display which is visible from outside the structure.
- (4) Only the occupants of the dwelling unit may perform work on the premises in the home occupation.
- (5) Electrical or mechanical equipment which creates visible or audible interference in radio, television, or telephone or causes fluctuations in line voltage outside the dwelling unit shall be prohibited.
- (6) The home occupation shall not create noise, odors, or other nuisances in excess of that normally associated with a residential use.

- (7) The home occupation shall not be conducted in a manner which generates additional traffic (vehicle or pedestrian), parking demand, or vehicular deliveries other than that associated with normal household uses.
- (8) The appearance of the dwelling structure shall not be so altered, nor shall the conduct of the occupation within the structure of such, that the structure may be reasonably recognized as serving a nonresidential use (either by color, materials or construction, lighting, signs, sounds or noises, vibrations, etc.).
- (9) No commercially licensed vehicle used primarily in the conduct of the business or vehicle with signage labeling it as a vehicle used in the business shall be parked or stored on the public street nor anywhere on the subject property other than in the enclosed garage or screened space designated for off-street parking.
- (10) There shall be no process, procedure, substance, or chemical used which is hazardous to public convenience, health, safety or general welfare or that changes the fire safety or occupancy classifications of the residence.
- (11) There shall be no mechanical equipment, material, or other substances or objects used in the home occupation which are not customarily used in a residence.
- (12) There shall be no sales or displays of goods on the premises or outdoor display of equipment, materials or supplies related directly or indirectly to the home occupation activity.
- (13) Noise emanations shall not exceed fifty-five (55) dBA, measured at the property lines of adjoining occupied parcels.
- (14) There shall be no advertising or promotional banners, flags associated with the business or signs displayed which would be visible from outside the dwelling unit, and there shall be no advertising using the home address. This is not intended to exclude the display of the American flag per Section 21.90.070(b).
- (15) No commercial vehicles can be used to deliver materials or remove materials from the premises other than is customarily seen in a residential community.