

HOME OCCUPATION PERMIT CRITERIA

“HOME OCCUPATION” shall mean any use customarily conducted entirely within a dwelling and carried on by the inhabitants thereof, which use is clearly incidental and secondary to the use of the structure for dwelling purposes and which does not change the character thereof or does not adversely affect the uses permitted in the zone of which it is a part.

If you are conducting your business out of your home in Cypress, a Home Occupation Permit is required. For those addresses that are located in an Apartment, Townhome/Condo, or Mobile Home a letter of approval is required from the property management company or the HOA.

Home occupations permitted by the provisions of the zoning regulations shall comply with the following regulations upon approval by the Planning Director:

1. A home occupation shall be conducted in a dwelling and shall be clearly incidental to the use of the structure as a dwelling.
2. In no way shall the appearance of the structure or premises be altered or the conduct of the occupation within the structure be such that the structure or premises may be reasonably recognized as serving a non-residential use (either by color, material, or constructions, lighting, signs, sounds, or noises, vibrations, display of equipment, etc.).
3. No one other than a resident of the dwelling shall be employed in the conduct of a home occupation.
4. No motor or mechanical equipment shall be permitted other than normally incidental to the use of the structure as a dwelling.
5. The use shall not generate pedestrian or vehicular traffic beyond that normal to the district in which it is located.
6. No storage of materials and/or supplies, indoors or outdoors, shall be permitted which will be hazardous to surrounding neighbors or detrimental to the residential character of the neighborhood.
7. Not more than (1) room in the dwelling shall be employed for the home occupation.
8. No building or space outside of the main building shall be used for home occupational purposes except approved horticultural related activities.
9. There shall be no use of utilities or community facilities beyond that normal to the use of the property for residential purposes.
10. A home occupation shall not create any radio or television interference or noise audible beyond the boundaries of the site.
11. No smoke, odor, liquid, or solid waste shall be emitted.
12. There shall be no outdoor storage or display of materials or equipment maintained on the premises.
13. The conduct of the home occupation shall not interfere with the maintenance of the two required parking spaces within the garage.
14. A Business Tax Certificate shall be obtained from the Finance Department
15. No in-person sales shall be conducted on the premises.
16. The application shall be subject to review each year by the Planning Director. Violation of any of the criteria listed above shall result in cancellation of the home occupation permit and revocation of the business license.
17. A decision of the Planning Director regarding approval, disapproval, or conditions imposed may be appealed in writing to the Planning Agency with fifteen (15) days of notice of the decision.
18. The City Planning Agency shall review newly issued home occupation permits on a quarterly basis.