

CITY OF WALNUT  
PLANNING DEPARTMENT  
HOME OCCUPATION APPLICATION

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (Bus) \_\_\_\_\_ (Home) \_\_\_\_\_

Type of Business: \_\_\_\_\_

PROVIDE a detailed description (one or two paragraphs) of the proposed Home Occupation such as: (a) activities involved, (b) materials and equipment used, and (c) methods of operation.

In addition, please respond to the following comments. (Use the additional pages if needed).

1. How many persons will be involved or employed in the conduct of the proposed occupation: Members of immediate family \_\_\_\_\_ Others \_\_\_\_\_ **Total Number** \_\_\_\_\_
2. What type of products will be produced, serviced or repaired in the conduct of your Home Occupation: (For example: repair of clocks or watches, making jewelry, consulting, etc.)

Explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Describe any alteration to the home or premises that might be required to facilitate your Home Occupation.  
\_\_\_\_\_  
\_\_\_\_\_

4. Describe what rooms will be used in the conduct of the Home Occupation and how these rooms will be used. (For example: Den will contain desk and file cabinets, etc.)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Describe the mechanical and/or electrical equipment that will be necessary to the conduct of your activity.

---

---

6. Describe how, where and in what amounts the material, supplies and/or equipment related to your proposed Home Occupation will be displayed or stored.

---

---

---

---

7. Will people come to your home to obtain any product or utilize any service connected with the proposed Home Occupation activity? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please explain in detail

---

---

8. Are any signs necessary or proposed relative to Home Occupations? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please describe type, size and location

---

---

9. How many spaces do you have within the garage area? \_\_\_\_\_ How many parking spaces (excluding the garage area) do you have on your property for your own use? \_\_\_\_\_  
Will any of the above parking spaces be utilized for conduct or storage of materials in relation to the Home Occupation? \_\_\_\_\_

10. If trucks or other equipment will be used in your Home Occupation, where will they be parked or stored?

---

---

11. Will the Home Occupation involve the use of commercial vehicles for delivery of materials to or from the premises? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain

---

---

12. Is the proposed Home Occupation in conformance with the conditions, covenants and restrictions pertaining to your property? Yes \_\_\_\_\_ No \_\_\_\_\_

13. Do you intend to sell guns or firearms? Yes \_\_\_\_\_ No \_\_\_\_\_

I have read and understand Section 225 (Home Occupation Ordinance) for the City of Walnut, and believe, to the best of my knowledge that my proposed Home Occupation would not violate any portion of said ordinance and all applicable Federal, State and local laws.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Property Owner's Name (if different from above) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\*\*

**City of Walnut Use ONLY**

	Approved	Denied	Signature
Planning Department	_____	_____	_____
	_____	_____	_____

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RETURN TO FINANCE WHEN COMPLETED**

City of Walnut  
Conditions of Operation for Home Based Business

The following standards shall be complied with at all times:

1. The carrying on of any business within the home shall be as a secondary use.
2. The business shall not occupy more than one (1) room or twenty-five percent (25%) of the total floor area, whichever is lesser, nor shall it occupy any part of the garage.
3. No employees or assistants shall be engaged for services on the premises other than members of the resident family.
4. No stock in trade shall be kept for public display purposes on the premises.
5. The use shall not generate pedestrian or vehicular traffic in excess of that customarily associated with the zone or district in which the use is located.
6. The use shall not involve the use of commercial vehicles for transportation of materials to or from the premises, except when such vehicle is a commercially licensed van, pick-up truck, or vacation vehicle registered to and used by a resident family member of the household exclusively for transportation.
7. No use will be permitted which by reason of color, design, materials, construction, lighting, signs, noises or vibrations alters the residential character of the premises, or which unreasonably disturbs the peace and quiet of the surrounding residents.
8. The use shall not be such as to create excessive demand for municipal or utility services or community facilities beyond those actually and customarily provided for residential uses.
9. Stored materials used in connection with the home occupation shall not exceed three hundred (300) cubic feet. Total business usage will not increase the fire load of the dwelling by more than five percent (5%).
10. In the case of construction or related occupations, any storage and equipment yards must be maintained separate from the home occupation premises.
11. There shall be no storage of materials or supplies in the garage or outdoors.
12. The building and fire prevention inspectors shall have the right of reasonable inspection, as with any other business with in the city, for the purpose of protecting the general health and welfare of the community.
13. There shall be no use on the premises of material or mechanical equipment not recognized as being part of normal household or hobby use.
14. It shall not involve the use of signs or structures other than those permitted in the district of which it is a part.
15. No building or space outside of the main building shall be used for home occupational purposes.
16. Home occupation permittees must possess a valid city business license at all times.

Herby acknowledge that I/We am/are aware of, accept, and agree to abide by all the Conditions of Operation for Home Based Business as listed above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date