



CITY OF STAR
 P.O. Box 130
 Star, Idaho 83669
 P: 208-286-7247 F: 208-286-7569

HOME OCCUPATION APPLICATION

FILE NO.: _____
CROSS REF. FILES: _____

Applicant Name: _____

Applicant Address: _____

Applicant Telephone: _____ Fax: _____

Star City Code 8-1-2 defines a Home Occupation *“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 use does not change the character thereof or does not adversely affect the uses permitted in the zone of which it is a part.”*

All applicants are required to submit the following:

Applicant (√)	Description	Staff (√)
	Completed and signed Home Occupation Application	
	Fee	
	Narrative addressing the following: <ul style="list-style-type: none"> • Type of home business proposed. • Number of employees other than family members. • Percentage of floor area used for the occupation. • Proposed changes to the exterior. • Proposed number of parking spaces provided for the occupation. • Equipment necessary for operation of business. • Materials or supplies that may be stored and/or used for the business. • Proposed signs and their location. • Commercial vehicles necessary for operation of business. 	
	One (1) 8 ½" X 11" vicinity map showing the location of subject property	

All home occupations shall be filed with the City Clerk and requires Administrative review and approval. Applicant shall operate home occupation consistent with the standards set forth by the Star City Code Section 8-11C-20: Home Occupations as follows:

- No more than one person other than members of the family residing on the premises shall be engaged in such occupations;
- The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to its use for residential purposes by its occupants, and not more than 25% of the floor area of the dwelling unit shall be used in the conduct of the home occupation;
- There shall be no change in the outside appearance of the building or premises, or other visible evidence of the conduct of such home occupation;
- No significant traffic shall be generated by such home occupation and any need for parking generated by the conduct of such home occupation shall meet the off street parking requirements as specified in chapter 4 of this title, and shall not be located in a required front yard;
- No equipment process shall be used in such home occupation which creates noise, vibration, glare, fume, odors, or electrical interference detectable to the normal senses off the premises. In the case of electrical interference, no equipment or process shall be used which creates visual or audible interference in any radio or television receivers off the premises or cause fluctuations in line voltage off the premises;
- No storage of materials or supplies outdoors or in any accessory detached storage structure;
- It shall not involve the use of signs and/or structures other than those permitted in the district of which it is a part; and
- Shall not involve the use and parking of a commercial vehicle.

I have read and understand the above standards, and certify that I will conduct my business in accordance with these standards. If I cannot meet these standards, I understand that the city will not allow my home occupation to continue.

_____ Date _____
Applicant / Representative Signature

THIS APPLICATION SHALL NOT BE CONSIDERED COMPLETE UNTIL STAFF HAS RECEIVED ALL REQUIRED INFORMATION.

(For office use only)

<i>Date Application Received:</i> _____
<i>Date Application Accepted as Complete:</i> _____
<i>Fee Due: \$100.00</i> <i>Fee Paid:</i> _____
<i>Processing Clerk Initials:</i> _____