



CITY OF PALMDALE

Planning Division
Development Services Building
38250 Sierra Highway
Palmdale, CA 93550
661/ 267-5200
CityOfPalmdale.org
Palmdale@HdLgov.com

Home Occupation Permit Application For Home Based Businesses

Applicant Information

Applicant Name: _____

Home Address: _____

Email: _____ Phone No.: _____

Do you own the home? Yes ☐ No ☐ If no, please see the next page for the homeowner authorization.

A site/floor plan identifying the office location and proposed storage must be attached to this application (if applicable and hand-drawn is acceptable)

Business Information

Business Name: _____

Business Mailing Address: _____

Business Phone No.: _____ Email: _____

Full description of the proposed business: _____

No. of employees (excluding the business owner): _____ Relationship to owner: _____

Assessor's Parcel Number: _____

Total floor area of home: _____ sq. ft. Area of proposed business: _____ sq. ft.

Is this: ☐ In the house ☐ In the garage ☐ Other _____

Describe the type of equipment/materials to be used. Please be specific. _____

Are retail sales involved? Yes ☐ No ☐ If yes, describe: _____

Does the business involve personal transactions with customers/clients? Yes ☐ No ☐

If yes, where are these transactions proposed to occur? _____

Are any alterations to the building proposed? Yes ☐ No ☐

If yes, explain the nature of the alterations. _____

Is there any proposed use, storage or handling of:

Flammable Liquids ☐

Flammable Solids ☐

Explosives ☐

Hazardous Materials ☐

Materials Having Obnoxious Odors ☐

Food ☐

If so, describe where and how they will be stored and in what quantity. _____

Signature Page

Property Owner Information:

Name: _____ Email: _____

Mailing Address: _____ City: _____

State: _____ Zip Code: _____ Phone No.: _____

The undersigned states that they are the owner(s) of the property described herein and hereby file this application. I DO BY MY SIGNATURE ON THIS APPLICATION, absolve and agree to hold the City of Palmdale harmless from any and all liabilities and claims regarding violations of any deed restrictions or covenants that may be applicable to the property described herein.

Property Owner's Signature: _____ Date: _____

I hereby certify under penalty of perjury that the statements furnished present all information required for this application, and that the facts, statements, and information presented are true and correct and based upon my personal knowledge. I hereby acknowledge my obligation to comply with the Palmdale Municipal Code as it pertains to my business and to obtain any and all necessary City, County, State, and Federal permits, approvals and/or clearances, and a business license. Further, I hereby certify that I have read, understand, and have received a copy of the conditions for the operation of a home occupation and hereby agree to comply with such conditions. I also understand that should I fail to comply with the agreed upon conditions, my home occupation permit may be immediately revoked and that all other applicable penalties, including criminal prosecution, may be pursued.

Business Owner's Signature: _____ Date: _____

Home occupation approval and operation shall be subject to the following departmental approvals, which may be conditional, in addition to any other required approvals and permits. Before operation may begin, a business license will be required. For more information, please contact our Business Support Center at 661/247-8384 or by email at Palmdale@HdLgov.com.

City of Palmdale Business License may be reached at 661/267-5434 or by email at BusinessLicense@CityOfPalmdale.org.



CITY OF PALMDALE

HOME OCCUPATION PERMIT APPLICATION

Mandatory Conditions for Operation

Home occupations may be permitted on property used for residential purposes provided that the use is operated pursuant to the following conditions of operation:

1. The home occupation shall be incidental and secondary to the use of the dwelling for residential purposes.
2. There shall be **no customers, clients or visitors coming to the residence** for purposes of the home occupation except for the purpose of individual instruction, such as academic tutoring or music lessons.
3. **No signs** relating to the home occupation shall be allowed.
4. Advertising shall not include the residential address (except as required by state agencies).
5. No one other than a resident of the dwelling shall be employed on the premises in the conduct of a home occupation.
6. Home Occupation Permits are valid only for the person(s) and residence approved by the City and are non-transferable.
7. No dwelling shall be built, altered, furnished or decorated for the purpose of conducting the home occupation in such a manner as to change the residential character and appearance of the dwelling or in such a manner as to cause the structure to be recognized as a place where a home occupation is conducted.
8. There shall be no entrance or exit specifically provided or marked on the dwelling or on the premises for the conduct of the home occupation.
9. A home occupation shall be conducted entirely within the dwelling unit, and the activities of such home occupation shall not be visible or otherwise noticeable outside the dwelling unit structure.
10. There shall be no home occupation activities that are objectionable due to glare, dust, fumes, odor, vibration, noise or that disturb the peace.
11. No equipment or process shall be used that creates visual or audible electrical or mechanical interference in any radio or television receiver or other device outside the dwelling unit structure or causes fluctuations in the line voltage outside the dwelling unit structure.
12. The home occupation shall not require any upgraded utility service capacity beyond that which is customary for residential service. Separate utility meters, which serve only the home occupation, shall not be permitted.
13. An enclosed garage may be used for home occupation purposes, provided, however, that such use shall not interfere with the maintenance of the number of enclosed parking spaces required for the residence as required by PMC Section 1787.060 (Required Vehicle Spaces).

14. No mechanical or construction equipment that is not typically found in residential districts shall be stored on the premises. Goods, wares or merchandise associated with the home occupation may be stored inside a building.
15. No vehicles or trailers except those normally incidental to residential use shall be parked in a manner that is visible from the public right-of-way.
16. No more than one motor vehicle or vehicle-trailer combination not exceeding a gross vehicle rating of 14,000 pounds shall be stored or parked at a residence and/or used in connection with the home occupation.
17. The home occupation shall not generate vehicular traffic and/or vehicular parking that degrades or is otherwise detrimental to the residential nature of the neighborhood.
18. If the home occupation is to be conducted in a rental unit, the city shall receive a written statement from the property owner or an authorized agent of the property owner giving permission for the operation of the home occupation.
19. The home occupation shall not affect nor reduce the parking spaces required by the Zoning Ordinance.
20. Home occupations shall not involve the use and/or on-site storage of chemicals, flammable materials or other hazardous materials except as may be permitted by the Uniform Fire Code.
21. The operator of a home occupation shall obtain and maintain a current business license from the City.
22. No home occupation shall include the sale or storage of firearms, ordnance, ammunition or other weapons that are regulated by the Bureau of Alcohol, Tobacco, and Firearms at the site of the home occupation.

Conditions for Mobile Businesses

Home Occupation Permits for mobile businesses may be permitted, provided that the mobile business is operated pursuant to the Mandatory Conditions for Operation described above in addition to the following conditions that specifically apply to mobile businesses:

1. The service provided by the mobile business shall be pursuant to the zone in which the work is performed.
2. The mobile business must comply with all applicable requirements of any agency with regulatory or permitting authority over the conduct of that business.
3. Any automotive-related services shall be limited to cleaning, detailing, and minor replacement or repair of glass and/or accessory parts; no mobile business operating under a Home Occupation Permit shall be permitted to conduct auto repair, auto body or engine work.
4. No work shall be conducted in a publicly accessible parking lot without approval from the property owner.
5. No work shall be conducted on City-owned property, including parks, park and ride lots, parking lots or public rights-of-way without prior authorization from the City.

I have read and understand the mandatory conditions of operation for a home-based business.

Business Owner Signature

Date