



CITY OF NEWPORT BEACH
REVENUE DIVISION
100 CIVIC CENTER DR • NEWPORT BEACH, CA 92658-8915 (949) 644-3141
• RevenueHelp@newportbeachca.gov
www.newportbeachca.gov/Revenue

NEW	☐
RENEW	☐

RETAIL SALE OF FIREARMS LICENSE APPLICATION --- NBMC 5.80
\$113.00 application fee due upon submittal
Make checks payable to City of Newport Beach

APPLICANT INFORMATION PLEASE PRINT CLEARLY IN **BLACK INK**. ILLEGIBLE APPLICATIONS WILL BE RETURNED.

Name _____ Social Security _____
Address _____ Phone (_____) _____
City, State, Zip _____ Email _____
Drivers License _____ State _____ M _____ F _____ Ht _____ Wt _____ Hair _____ Eyes _____

BUSINESS INFORMATION

Name (DBA) _____ City Business License # _____
Address _____ Phone (_____) _____
City, State, Zip _____ Email _____
Federal Fire Arms License # _____ Sellers Permit # _____
Point of Sale Location _____

This business will be operated from a:

☐ Commercial Location

☐ Residential Location: All businesses operated from a residential location must abide by the provisions set forth in NBMC 20.48.110 Home Occupations

QUESTIONNAIRE (May attach additional pages if necessary)

Have you ever been committed to a mental institution? Yes _____ No _____

If Yes, please explain _____

Have you ever been dishonorably discharged from the military? Yes _____ No _____

If Yes, please explain _____

Briefly describe the location of where and how the items will be stored. _____

Please attach a copy of the following items:

- Federal Firearms License
- Certificate of Eligibility by the CA DOJ
- Sellers Permit (California Department of Tax and Fee Administration)

DECLARATION

I HEREBY CERTIFY UNDER THE PENALTY OF PERJURY THAT THE INFORMATION STATED IS TRUE AND CORRECT. I UNDERSTAND THAT BY PROVIDING FALSE OR WITHHOLDING INFORMATION IS GROUNDS FOR DENIAL OR REVOCATION OF MY PERMIT, AND MAY SUBJECT ME TO CRIMINAL PROSECUTION. I DO HEREBY AUTHORIZE THE CITY, ITS AGENTS AND EMPLOYEES TO SEEK VERIFICATION OF THE INFORMATION CONTAINED ON THIS APPLICATION. I FURTHER UNDERSTAND THAT I MAY NOT CONDUCT THE ACTIVITY APPLIED FOR UNTIL A LICENSE HAS BEEN GRANTED. I UNDERSTAND THAT A COPY OF THE CITY ORDINANCES IS AVAILABLE TO ME AT THE CITY CLERKS OFFICE.

Name (Printed)

Signature

Date

20.48.110 Home Occupations

This section provides standards for the conduct of home occupations as an accessory use to ensure compatibility with the residential character of the neighborhoods where located and to prevent disturbances or annoyances to any reasonable person of normal sensitivity residing in the area.

- A. **Occupancy.** A home occupation shall only be operated in a residence occupied by a single housekeeping unit and by a member(s) of that single housekeeping unit.
- B. **Location.** A home occupation use shall be conducted in the principal dwelling unit; shall be excluded from a setback area, yard or accessory structure; and shall be clearly incidental and subordinate to the principal residential use.
- C. **Alterations.** Alterations shall not be made in either the internal or external structural form of the residential structure or the external appearance for purposes of any home occupation. The removal of partitions or floors, in whole or in part, shall be construed as an alteration of the external or internal structural form and is prohibited.
- D. **Signs.** Evidence of a home occupation shall not be visible from off the lot where it is conducted. Advertising sign(s), displays of merchandise or stock-in-trade, or other identification of the business activity shall not be displayed on the premises in a manner that they are visible at any property line of the subject property.
- E. **Employees.** Employees of a home occupation shall be limited to permanent residents of the dwelling unit. This restriction shall not apply to independent contractors who make occasional or periodic visits to the site of the home occupation.
- F. **Storage.** Equipment or materials used in a home occupation shall not be stored outside or visible from any property line of the subject property.
- G. **Utilities.** Changes shall not be made in any noncommunications utility line, meter, or service to accommodate a home occupation and utility use shall not unreasonably exceed that normally or previously used at the residence.
- H. **Performance Standards.** Equipment or processes shall not emit radiation or create noise, vibration, glare, fumes, odors, or electrical interference detectable to the normal senses off the lot. In the case of electrical interference, equipment or processes shall not create visual or audible interference.
- I. **Parking.** Parking shall comply with Chapter [20.40](#) (Off-Street Parking) and Section [20.38.060](#) (Nonconforming Parking).
- J. **Traffic Generation.** A home occupation shall not create pedestrian, automobile, or truck traffic significantly in excess of the normal amount in the neighborhood.
- K. **Prohibited Activities.** Vehicle repair or storage associated with the home occupation shall not be allowed. Storage of hazardous materials shall not be allowed.
- L. **Visitors.** Home occupations shall not be open to visitors without prior appointments.
- M. **State Law.** Home occupations shall be subject to all other State and local laws and ordinances.
- N. **Business Licenses.** Applicable business licenses shall be obtained as required by Title [5](#) (Business Licenses and Regulations).
- O. **Commercial Filming Activities.** Commercial filming activities may be allowed subject to approval of a film permit in compliance with Chapter [5.46](#) (Regulation of Commercial Film Production). (Ord. 2010-21 § 1 (Exh. A)(part), 2010)