



Home Occupation – Criteria / Questionnaire

Definition (per Article 5, Section 53.15 of the Hood River County Zoning Ordinance): A home occupation is a business or professional activity operated for income purposes, only by residents in a dwelling or pre-existing building on the same lot or parcel as the resident's dwelling, provided the home occupation is a secondary use and is clearly incidental, accessory or subordinate to the residential use or the pre-existing building.

Home occupations proposed in dwellings or pre-existing buildings in certain specified zones - Residential Zone (R-1); Residential Zone (R-2); Rural Residential Zone (RR); Rural Center Zone (RC); Historic Preservation Zone (HP); and Scenic Protection Zone (SP) - require obtaining a conditional use permit; and home occupations proposed in resource zones must obtain a conditional use permit and comply with applicable requirements in the following zones: Exclusive Farm Use Zone (EFU); Forest Zone (F-1); and Primary Forest Zone (F-2).

Home occupations are permitted outright in the following zones pursuant to compliance with provisions in the zones in which the use is proposed: Commercial Zone (C-1); Industrial Zone (M-1) and Light Industrial Zone (M-2).

A home occupation shall be in conformance with provisions in Article 53 Home Occupations. In the zones noted above, the Planning Director will process the request for a Home Occupation as Conditional Use Permit pursuant to Article 72 and subject to the criteria in Article 60, Section 60.10. To address the criteria, please answer the following questions:

Conditional Uses (Article 5, Section 53.25) The following conditional uses are required to comply with provisions in Article 72 - Planning Director's Review Procedure and Article 53 - Home Occupation, Section 53.30 - Home Occupation Standards:

- A. A home occupation proposed in the following zones in an existing dwelling or pre-existing building on the same lot or parcel as the resident's dwelling: Residential Zone (R-1); Residential Zone (R-2); Rural Residential Zone (RR); Rural Center Zone (RC); Historic Preservation Zone (HP); and Scenic Protection Zone (SP).
- B. A home occupation proposed in either a dwelling or pre-existing building on the same parcel or lot as the resident's dwelling in the Forest Zone (F-1), Primary Forest Zone (F-2) and Exclusive Farm Use Zone (EFU) shall comply with the following requirements:
 - 1. A home occupation proposed in the Forest Zone (F-1) and Primary Forest Zone (F-2) shall also comply with provisions in either Article 5, specifically Section 5.20 – Uses Subject to a Conditional Use Permit, or Section 6.30 - Criteria and Standards for Approval, of the Hood River County Zoning Ordinance.
 - 2. A home occupation proposed in the Exclusive Farm Use Zone (EFU) shall comply with provisions in Article 7, specifically Section 7.40 - Uses Subject to a Conditional Use Permit of the Hood River County Zoning Ordinance.
 - 3. Compliance with applicable requirements of the zone in which the home occupation is located.

► *What is the zoning designation(s) of the subject parcel(s)?* _____

- C. Expansion or change in use of home occupations or one or two person businesses existing prior to the adoption date of this ordinance (Ord. 152, adopted May 19, 1986), (see Section 53.35 Nonconforming Use).

▶ ***Has there been a home occupation or one or two business existing since May 19, 1986?***

Yes No

Section 53.30 - Home Occupation Standards

Applicants for home occupations shall demonstrate through affirmative findings of compliance with the following standards:

- A. Submittal of a site plan

▶ ***Provide a site plan showing information required on the sample site plan, the area of proposed activity, toilet facility location, vehicle access to accommodate emergency vehicles, and a detailed parking layout.***

- B. The nature of the use shall be specified at the time of application. Any proposed change in the use of an approved home occupation shall require additional County review. Any departure from the uses and activities initially specified shall be considered grounds for revocation.

▶ ***What is the nature of the proposed home occupation?*** _____

- C. Compliance with Section 53.15 - Definition, Home Occupation, as stated above.

- D. The home occupation is clearly incidental, accessory and subordinate to the residential use.

- E. The use will not take an outward appearance nor manifest any characteristics of a business or operation of a retail or wholesale nature.

- F. There shall be no visible evidence of conduct of a home occupation from any road or adjacent property.

- G. Structural alterations shall not occur.

▶ ***Are structural alterations required to accommodate the home occupation?***

Yes No

- H. Only two residents of the dwelling or parcel who are either owners, leasing, or renting shall be engaged in the home occupation. No more than one home occupation shall be permitted in conjunction with any dwelling or parcel.

▶ ***How many people will be engaged in the proposed home occupation?*** _____

▶ ***Are all people to be engaged in the proposed home occupation residents of the on-site dwelling?*** Yes No

▶ ***Is the subject parcel already used for a home occupation?*** Yes No

- I. Only limited retail sales and sales accessory to services associated with the home occupation are permitted.
- J. The existence of a home occupation shall not be justification for a plan and zone change to commercial or industrial use.
- K. Approval is personal to the applicant and shall not run with the land. Approval shall expire two years from the date of issuance, at which time the permit may be renewed by the County Planning Department based upon findings that the requirements of this ordinance are being met. The applicant is required to contact the Planning Department before the end of two years.
- L. If selling, leasing or allowing another individual to use the property is contemplated, applicant will inform the County Planning Department. If selling, leasing or allowing another individual to use the property and home occupation occurs, this approval becomes null and void. Further use by other than the applicant requires additional review and approval by the Hood River County Planning Department.
- M. Signing is not permitted unless required by the State for the protection of the public's health, safety and welfare.
 - ▶ *Is signage required for the home occupation?* Yes No *Dimensions* _____
- N. The use shall not generate additional traffic or parking beyond what normally occurs in the applicable zoning district.
 - ▶ *How much additional vehicular traffic per day is anticipated to be generated to the site by the proposed home occupation?* _____
 - ▶ *Describe access to the subject parcel(s) – public/private road, width, surface type:*

- O. Compliance with applicable requirements of the zone in which the use is located.
- P. Pre-existing buildings on the same parcel or lot as the resident's dwelling must also comply with the following:
 1. The building is pre-existing to the adoption date of this ordinance.
 2. The pre-existing building must be located on the same parcel or lot as the dwelling in which the persons engaged in the home occupation reside.
 3. Compliance with applicable requirements of the zone in which the use is located.
 4. Compliance with other requirements deemed necessary by the County.
 - ▶ *Is the proposed home occupation to be operated out of:* **The dwelling, or;**
 An accessory building ?
 - ▶ *If accessory building, what year was the structure built?* _____

Q. Home occupations proposed in the City of Hood River's Urban Growth Boundary shall comply with the City's definitions and standards in Section 53.15 - Definitions, paragraph B (as follows):

HOME OCCUPATION: The occupation carried on by a resident of a dwelling unit as an accessory use within the dwelling unit or an accessory building which is incidental or secondary to residential use provided the occupation is conducted so that (1) It does not give the appearance of a business; (2) It does not change the character of the dwelling; (3) There is no display, except by a non-illuminated sign, no larger than one square foot, which may not protrude more than six (6) inches from the exterior of the dwelling unit; (4) No assistants are employed on the site; (5) There is no increase in noise outside the dwelling unit; and (6) There is only minor increase, if any, in the traffic traveling to and from the dwelling unit.

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If the proposed home occupation is in a zone that requires application thru a conditional use permit, please address the following questions:
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▶ Describe land use / density of development in the area surrounding the property:

North: _____

South: _____

East: _____

West: _____

▶ Describe the impact on adjacent properties if the request were to be granted: _____

▶ Describe whether granting approval to the application will result in more efficient use of the site, or result in protection of a natural feature: _____

▶ Describe how the public interest is best carried out by granting the petition for the proposed action, and why that interest is best served by granting the petition at this time: _____

▶ Describe how the proposed request serves the need to provide the public with healthful, safe and aesthetic surroundings and conditions: _____

▶ Will granting the petition provide for the needs of economic enterprises in the future development of the County? _____ If yes, how? _____
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