



## Planning & Building

130 S. McKinley Avenue Phone: 303.857.6694  
Fort Lupton, CO 80621 Fax: 303.857.0351  
[www.fortlupton.org](http://www.fortlupton.org)

# Home Occupation Application

### APPLICANT INFORMATION

Full Name:

*Last*

*First*

Address

*Street Address*

*Apartment/Unit #*

*City*

*State*

*ZIP Code*

Home Phone: ( )

Business Phone:

Name of Business:

### ABOUT THE BUSINESS

1. What type of business will you be operating out of your home?
2. Describe in detail what functions of the business will be conducted in the home.
3. What will the hours of operation be for the business?
4. Will clients or customers come to your home? If so, how many clients or customers do you anticipate coming to your home per week?
5. Will you receive deliveries at your home? If so, how many deliveries do you expect per week? Will large trucks be delivering items to your home?
6. What type of noise is associated with your business?
7. Are you currently operating this business out of your home? If so, how long has the business been in operation?
8. If you are not currently operating the business out of your home, what is your anticipated start up date?

9. What type of products will you be retailing out of your home?

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

If additional information is required, you will be notified.

**DEFINITION & CODE**

**Home occupation** means a business conducted within a residence and meeting the standards of the Fort Lupton Municipal Code.

Sec. 16-65. Home occupations.

(a) Intent. It is the intent of the City to permit commercial activities to be conducted within dwellings in specified zoning districts and on a limited basis when the nature of the activities does not attract large numbers of customers or clients and is not evident or detrimental to the peace, enjoyment and quality of life in the surrounding neighborhood.

(b) Standards for home occupations. Home occupations must meet the following standards:

(1) Other than residents of the dwelling containing the home occupation, there shall be no more than one (1) additional full- or part-time employee working at the site of the home occupation.

(2) The employee and clients may park in off-street parking spaces on the site of the home occupation or in on-street spaces adjoining the site of the home occupation.

(3) Space used by the home occupation shall not exceed five hundred (500) square feet or thirty percent (30%) of the total floor area of the dwelling, whichever is less. The home occupation shall be conducted entirely within the dwelling or designated accessory buildings.

(4) The home occupation shall be clearly incidental and secondary to the use of the dwelling for dwelling purposes and must not change the residential character thereof.

(5) There shall be no change in the outside appearance of the dwelling or of the premises or other visible evidence of the conduct of such home occupation, except for a limited amount of signage as specified in this Chapter.

(6) There shall be no exterior storage on the premises of material, merchandise or equipment used as a part of the home occupation.

(7) No equipment or process shall be used in such home occupation which creates any glare, fumes, odors, noise or other objectionable conditions detectable to the normal senses at the property line, if conducted in a single-family dwelling, or outside of the dwelling unit, if conducted in a multi-family dwelling.

(8) Home occupations may not generate more than ten (10) business-related vehicle trips per day.

(9) The following uses shall not be permitted as home occupations: motor vehicle, boat or trailer repair or service; machine or welding shops; sexually oriented businesses; or any other businesses that attract more than two (2) clients or customers at any one (1) time. (Ord. 2006-869 Pt. 1)

I have read and understand the Home Occupation code requirements.

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