



CITY OF BIG BEAR LAKE *California*

HOME OCCUPATION PERMIT

THIS IS NOT A BUSINESS LICENSE. A SEPARATE BUSINESS LICENSE IS REQUIRED. PLEASE FILL OUT THE BUSINESS LICENSE APPLICATION FORM AT WWW.CITYBIGBEARLAKE.COM

1. Application Information

Applicant: _____ Phone: _____

Name of Business: _____ E-Mail _____

Address: _____

2. Describe the proposed home occupation (if you are a sales business, describe what type of products you sell and how they will be sold):

3. Zoning designation: _____ 4. Assessor's Parcel Number: _____

5. What alterations to the site or building are needed for the proposed use:

None _____ Room addition _____ Garage conversion _____

Other _____

6. Describe all items/equipment to be stored at the residence necessary for the proposed home occupation:

Tools (list): _____

Other (list): _____

CONDITIONS OF APPROVAL FOR A HOME OCCUPATION PERMIT

The issuance of a Home Occupation Permit is subject to the following Conditions of Approval, per Section 17.03.270 of the City of Big Bear Lake Development Code. Violations of these Conditions of Approval may result in revocation of your Home Occupation Permit.

1. 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 similar manner as to cause the structure to be recognized as a place where a home occupation is conducted.
2. A garage may be used for home occupation purposes; provided, however, that such use shall not interfere with the maintenance of one (1) covered parking space.
3. 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.
4. A home occupation shall be conducted entirely within the dwelling unit and the activities of such home occupation shall

Community Development Department

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not be visible or otherwise noticeable, outside the dwelling unit structure. There shall be no outdoor storage of materials or equipment relating to the home occupation, nor shall merchandise be visible from outside the home. For purposes of interpreting this paragraph, an attached or detached garage shall be considered as part of the dwelling unit.

5. No equipment or process shall be used which creates visual or audible electrical or mechanical interference in any radio or television receiver or other device outside the dwelling unit structure, or causes fluctuation in the line voltage outside the dwelling unit structure.
6. 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.
7. No more than one (1) employee other than a resident of the dwelling shall be employed on the premises of a home occupation, other than the personal attendant of a disabled resident business owner or employee.
8. There shall be no greater number of customers, clients, or visitors coming to the residence for purposes of the home occupation than the number of visitors typically expected to visit a residence in which a home occupation is not being conducted.
9. The point of sale for products or merchandise shall not be from the residential premises.
10. The home occupation shall not generate vehicular traffic and/or vehicular parking which degrades or is otherwise detrimental to the residential nature of the neighborhood.
11. No vehicles or trailers except those normally incidental to a residential use shall be parked so as to be visible from the public right-of-way.
12. The home occupation shall not affect nor reduce the parking spaces required by the Zoning Ordinance.
13. Home occupations shall not involve the use of commercial vehicles for the delivery of materials to or from the premises beyond those commercial vehicles normally associated with residential uses. No deliveries may originate from or be made to the premises except during the hours of 9:00 a.m. to 5:00 p.m.
14. 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.
15. No mechanical or construction equipment, which is not typically found in residential districts, shall be stored on the premises. Warehousing of goods, wares, or merchandise shall be prohibited.
16. There shall be no home occupation activities that are objectionable due to glare, dust, fumes, odor, vibration, noise, or that disturb the peace.
17. No home occupation shall include the sale or storage of fire arms, ordnance, ammunition, or other weapons which are regulated by the Bureau of Alcohol, Tobacco and Firearms, at the site of the home occupation.
18. Advertising should not include the residential address.
19. No signs relating to the home occupation shall be allowed.

ADDITIONAL CONDITIONS FOR MOBILE BUSINESSES

20. The service provided by the mobile business must be in compliance with the zone in which the work is performed.
21. The mobile business must comply with all applicable requirements of any agency with regulatory or permitting authority over the conduct of that business.
22. Any automotive related services shall be limited to cleaning, detailing, and minor replacement or repair to 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.
23. No work shall be conducted in parking lots which are restricted to employees only.
24. No work shall be conducted on city-owned property, including parks, parking lots, or public rights-of-way.

I hereby swear that I have read the foregoing conditions and that the home occupation business for which I am applying will be operated in conformance with these conditions and all other applicable requirements of the Big Bear Lake Municipal Code.

BUSINESS LICENSES EXPIRE ON SEPTEMBER 30TH OF EACH CALENDAR YEAR. ANNUAL LICENSE FEES ARE DUE ON OR BEFORE THIS DATE. DELINQUENT RENEWALS WILL BE ASSESSED A PENALTY ACCORDING TO THE PENALTY SCHEDULE ADOPTED BY THE CITY COUNCIL. PER RESOLUTION NO. 2004-28 AN NPDES SITE INSPECTION FEE SHALL BE PAID TO THE CITY UPON INITIAL APPLICATION FOR A BUSINESS LICENSE, AND ALSO PAYABLE UPON ANNUAL RENEWAL OF THE BUSINESS LICENSE FOR ALL COMMERCIAL BUSINESSES LOCATED WITHIN THE CITY WHICH INCLUDES COMMERCIAL, RESTAURANT, AND INDUSTRIAL USES.

APPLICANT: I understand that: 1) this is an application for a Business License and not an authorization to conduct business in the City of Big Bear Lake; 2) NO BUSINESS may be conducted in the City of Big Bear Lake without the actual Business License, and if structure is physically located within the city limits, a Certificate of Occupancy; 3) It may take up to two weeks (minimum) to process this initial application and that, depending on the inspection results, processing may take longer; 4) the City of Big Bear Lake has a sign ordinance regulating all signs and banners within the City; 5) I must contact the Planning Division before altering or installing any sign(s) or banner(s); 6) that I must contact Big Bear Disposal - 866-3942 - regarding refuse service (mandatory trash service in city) and 7) I will pay for re-inspection fees.

I certify that: 1) I have read and understand all information on this application, 2) I agree to comply with all of its provisions,

Applicant's Signature _____ Date _____

IF YOU REQUIRE ACCOMMODATIONS OR ASSISTANCE TO COMPLETE THIS APPLICATION PROCESS, DUE TO A DISABILITY AS DEFINED BY THE AMERICANS WITH DISABILITIES ACT, PLEASE DESCRIBE THE ACCOMMODATIONS YOU NEED: _____

PLANNING DIVISION USE ONLY

Date Filed: _____ Fees: _____ By: _____

Notes/Comments _____

