

**CARSON CITY PROVISIONS REGULATING HOME OCCUPATION**  
(FOR ADDRESSES LOCATED IN RESIDENTIAL ZONES)

Please **PRINT** clearly. Incomplete applications may delay the processing of your business license.

Applicant Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Brief Description of Business: \_\_\_\_\_

Below are items taken from [Carson City Municipal Code 18.05.045](#).

**Please read each item and check the box at the beginning of each item to indicate that you have read and understand it:**

- ☐ 1. A Carson City business license must be obtained before the operation of any home business.
- ☐ 2. The sale of goods, samples, materials, equipment or other objects on the premises of a home occupation is prohibited. Except as otherwise specifically required or authorized pursuant to federal regulations for the sale of firearms by a licensed firearm dealer, the owner of a home occupation shall not conduct business in person with any customer or client on the premises of the home occupation.
- ☐ 3. A home occupation must be an accessory to the use of the property as a residence.
- ☐ 4. On-site office staff and employees or other personnel are prohibited from working at the site of a home occupation unless the persons are family members of the owner and reside on the premises.
- ☐ 5. The residential character of the structure may not be altered and the occupation within the dwellings must not be conducted in a manner which would cause the premises to differ from its residential character by the use of colors, materials, construction, lighting or by signs, or the emission of sound, noise, dust, odors, fumes, smoke, electrical disturbance or vibrations that disturbs the peace and general welfare of the area.
- ☐ 6. Pedestrian and vehicular traffic must be consistent with traffic that is normally associated with residential districts.
- ☐ 7. The outdoor storage of materials or equipment and the indoor or outdoor storage of toxic or hazardous materials, including, without limitation, ammunition and gunpowder, is prohibited. Any merchandise must not be visible from outside the dwelling.
- ☐ 8. A home occupation must be confined within the main building on the property or, if applicable, within an authorized accessory structure that serves as a secondary use of the residential use. If a home occupation is conducted in a garage, the home occupation must not permanently eliminate the use of the garage as a parking space for an automobile.
- ☐ 9. The use of utilities and community facilities on the property must be consistent with the level of use that is normally associated with the use of the property for residential purposes.

- ☐ 10. Any public advertising which calls attention to the fact that the dwelling is being used for business purposes is prohibited. Except as otherwise provided in this subsection, telephone listings, business and any other advertising of the home occupation must not include the dwelling address. The name, telephone number, and purpose of the home occupation may be advertised on a vehicle that is operated by a resident of the dwelling in which the home occupation is conducted. The home address may appear on letterhead and invoices if the home address is also the business address.
- ☐ 11. Electrical or mechanical equipment which create video or audio interference in customary residential electrical appliances or cause fluctuations in line voltage outside a dwelling unit are prohibited.
- ☐ 12. Any activity and any equipment or material used or stored must not adversely affect the fire safety of any premises.
- ☐ 13. Except for one panel van or pickup truck that is used for personal transportation, the parking or placement of any commercial vehicle, including, without limitation, a truck, trailer or associated equipment or materials, is prohibited unless screened from public view.
- ☐ 14. Except as otherwise specifically authorized by the rules and regulations of the Carson City Department of Health and Human Services, the processing or packaging of food as a home occupation is prohibited.
- ☐ 15. Any on-site repair or maintenance of a vehicle that is not owned by the owner of the home occupation is prohibited.

The Home Occupation Provision is included in recognition of the needs of many people who are engaged in small business ventures which could not be sustained if it were necessary to lease commercial quarters for them, or which in the nature of the home occupation could not be expanded to full scale enterprise. It is the intent of the ordinance that full scale commercial or professional operations which would ordinarily be conducted in a commercial or industrial district continue to be conducted in such districts and not in residential districts.

In granting a business license, it is necessary to verify that the subject property will be used in conformance with the City's Zoning Ordinance. If you have any questions or require further information, email [planning@carsoncity.gov](mailto:planning@carsoncity.gov), call **(775) 887-2180** or stop by the Community and Economic Development Department at **108 E. Proctor Street**.

**18.01.283 Home Occupation** means a use customarily carried on by a dwelling occupant and incidental to the primary residential use.

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Once this statement is signed, it will become a part of your business license record with the City.

*I have read and agree to all of the above information.*

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