



# HOME OCCUPATIONS

## INFORMATION & AFFIDAVIT

### WHAT IS A HOME OCCUPATION?

Home occupations allow residents to operate small businesses in their homes, under certain criteria, as long as the use remains compatible with nearby residential properties. Home occupations are considered an accessory use to a residence and may be established by submitting the attached affidavit to the Community Development Department. A separate [Business License](#) application is also required prior to conducting any business activity in the City.

### WHICH USES ARE PROHIBITED?

***The following specific businesses are not permitted as home occupations:***

- Adult Entertainment Facilities
- Animal Care, Sales, and Services
- Barber Shops and Beauty Parlors
- Hotels and Similar Uses
- Eating and Drinking Establishments
- Hospitals and Clinics
- Retail Sales
- Any business which requires a City permit or license, except a City Business License.

### HOW TO SUBMIT

All forms and applications, including all supporting plans and documents, are accepted online via our [Accela Citizen Access Portal \(ACA\)](#). There is no fee to submit this self-certification to the City.

If you have any questions about this Home Occupation Affidavit, please contact the Planning Counter at 630 Garden Street, or (805) 564-5578, [PlanningCounter@SantaBarbaraCA.gov](mailto:PlanningCounter@SantaBarbaraCA.gov). If you have any questions about a City business licenses, please contact the Business Licensing Division at City Hall 735 Anacapa Street or (805) 564-5346.



## CONDITIONS OF APPROVAL

### HOME OCCUPATIONS

Home occupations must comply with the following criteria:

1. **Appearance.** The residential appearance of the residence must be maintained, with no exterior indication of the home occupation.
2. **Location.** All activities must be conducted entirely within the residence, or within a garage or accessory building. When conducted within a garage, the doors must be closed, and the home occupation must not prevent parking in the garage.
3. **Alterations.** The residence shall not be altered to create a separate exterior entrance for the home occupation or create features not customary in residential development.
4. **Employees.** No employees other than the residents of the home are permitted to work at the home occupation; except one full-time equivalent cottage food employee.
5. **Client Contact.** Up to two clients at a time and no more than four visits per day.
6. **Direct Sales.** Home occupations involving the display or sale of products or merchandise are not permitted except by mail, telephone, internet, or other mode of electronic communication or sales of cottage food products directly from a cottage food operation. A cottage food operation shall not have more than \$50,000 in gross annual sales in each calendar year.
7. **Storage.** On-premise commodity storage is prohibited.
8. **Equipment.** Equipment not customarily incidental to domestic use is not allowed. Cottage food operations may employ kitchen equipment, that does not change the residential character of the unit, result in safety hazards, or create smoke or steam noticeable at the lot line of an adjoining residential property. Venting of kitchen equipment shall not be directed toward neighbors.
9. **Hazardous Materials.** Activities must not change the fire safety or occupancy classifications of the premises, nor use utilities different from those normally provided for residential use. Storage or use of toxic or hazardous materials, other than the types and quantities customarily found in connection with a residential unit, are not allowed.
10. **Nuisances.** A home occupation must not create offensive or objectionable noise, dust, vibration, smell, smoke, heat, humidity, glare, refuse, radiation, electrical disturbance, interference with the transmission of communications, interference with radio or television reception, or another hazard or nuisance perceptible beyond the residential unit.
11. **Traffic and Parking.** Home occupations must not generate traffic inconsistent with the normal level of traffic on the street, or which creates the need for additional parking spaces, or involves deliveries to or from the premises in excess of what is customary for a residential unit.
12. **Cottage Food Operation Registration.** Cottage food operations shall be registered as “Class A” or “Class B” cottage food operations and shall meet the respective health and safety standards set forth in Section 114365 et seq. of the California Health and Safety Code.



# HOME OCCUPATION AFFIDAVIT

In order to establish a Home Occupation, complete and sign this affidavit and submit it to the City of Santa Barbara Planning Division. There is no fee to submit this self-certification to the City.

## PROPERTY & BUSINESS INFORMATION

Project Address:

ZIP:

Assessor Parcel Number (APN):

Business Name:

Provide a brief business description:

- a. I am the operator of a home occupation located at the above listed address. I have read the Home Occupation Ordinance (SBMC§ 30.185.200 or 28.04.020) and agree to operate in accordance with the standards and criteria of the Santa Barbara Municipal Code. I understand that failure to operate within the criteria will be cause for enforcement.
- b. I understand that by signing this acknowledgement form, I am self-certifying that my business is an allowable use. I further understand that submittal of this affidavit does not constitute the City’s endorsement of the business, nor does it grant permission to conduct business at any place prohibited by the City’s Zoning Ordinances or any other Federal, State, or Local regulation.
- c. I understand a **new** Home Occupation Affidavit is required for each home occupation; it is not transferable from one party to another, nor may the type of business be modified; and it must be obtained for each new home occupation.
- d. **I certify under penalty of perjury as defined by the laws of the State of California that the foregoing is true and correct.**

### Business Operator:

\_\_\_\_\_  
*Operator’s Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Operator’s Name (printed)*

\_\_\_\_\_  
*Contact (email or phone)*

cc: Street File