



City of Twin Falls
Building Department
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HOME OCCUPATIONS/BUSINESS

DEFINITION OF A **HOME OCCUPATION**

A business operated out of a residential dwelling is called a "Home Occupation". A home occupation has the following limitations:

1. Only residents of the home can be involved in the business.
(No employees are allowed)
2. The maximum area allowed for the business is 400 square feet.
3. There can be no exterior indication of the business, including signs.
4. Only services or items handcrafted on the premises by the residents may be offered.

Home businesses which:

- are purely by telephone or mail order service,
- generate no customer or employee traffic, and
- which involve no vehicles other than cars, vans or pickups

ARE NOT considered home occupations. They are viewed as incidental to the residential use, and no permits are required.

In Residential Zones?

For purposes of this discussion residential zones include the following zones in the City and its Area of Impact: AG, SUI, R-1 VAR, R-2, R-4, R-6, and AP.

Home Occupations may be allowed in residential zones **ONLY** by special use permit.

The special use permit process requires an application be submitted to the Planning & Zoning Department requesting a Special Use Permit to operate a "Home Occupation". A public hearing will be held before the City Planning & Zoning Commission. The Commission may deny the request for a Special Use Permit, approve it, or approve it with conditions. The decision of the Commission is final unless it is appealed to the City Council within 15 days of the Commission's decision.

Applications for Special Use Permit are available at the City Planning & Zoning Office at 324 Hansen St E, telephone number (208) 735-7267 or (208) 735-7269. Between four (4) to six (6) weeks is required from the time you submit the application before the request can be heard by the City Planning & Zoning Commission. An appeal to the City Council will require an additional four (4) to six (6) weeks.

Any modifications or additions made to a home to accommodate a home occupation require a building permit. Building permits are acquired through the Building Inspection Department at 324 Hansen St E, telephone number (208) 735-7238.

In Commercial Zones?

Home occupations are outright permitted in the commercial zones in the City and its Area of Impact. For purposes of this discussion commercial zones include the following zones: CB, C-1. Approval is a staff function with no public

hearing required by the City Planning and Zoning Commission or the City Council. Approval is obtained by submitting an approvable site plan to the City Planning and Zoning Office at 324 Hansen St E, telephone number (208) 735-7267 or (208) 735-7269.

The site plan should be drawn to scale and include the following:

1. **North arrow and indicate the scale of the drawing,**
2. **Legal description,**
3. **Owner(s) name, address and telephone number,**
4. **Property lines and lot dimensions,**
5. **Street location and name,**
6. **Location and dimensions of the home and other buildings on the property,**
7. **Off street parking areas,**
8. **Area within the home to be used for the business,**
9. **Any proposed additions with dimensions and square footage, and**
10. **Other information as requested by staff depending on the type of home occupation.**

Commercial Zones - cont.

Any modifications and/or additions made to accommodate a home occupation require a **Building Permit**. Building permits are acquired through the Building Inspection Department at 324 Hansen St E, telephone number (208) 735-7238.

Any business, which exceeds the limitations of the Home Occupation, is considered a commercial use and must acquire an "Occupancy Permit" from the Building Inspection Department. An application for an "Occupancy Permit" requires submittal of an approvable site plan and floor plan. Any modifications made to the building may also be required to bring it up to current building code for the business use.

In Manufacturing Zones?

Home occupations are outright permitted in the Manufacturing Zones in the City and its Area of Impact. The requirements for home occupations in the manufacturing zones in the City and its Area of Impact are the same as those required in the commercial zones. For purposes of this discussion industrial zones shall include the following zones: M-1, M-2.

Any business, which exceeds the limitations of the Home Occupation, is considered a commercial or manufacturing use and must acquire an occupancy permit, as in the commercial zones.