

Borough of Bellefonte  
236 West Lamb Street  
Bellefonte, PA 16823

## HOME OCCUPATION APPLICATION

**Fee:** \$50.00

**HOP#** \_\_\_\_\_

**Name** \_\_\_\_\_

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

**Address** \_\_\_\_\_

**Phone** \_\_\_\_\_

**Email** \_\_\_\_\_

Briefly explain the proposed Home Occupation: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Size of area to be used for the Home Occupation \_\_\_\_\_

Within the dwelling

Within an accessory building

Within an attached garage

Within a detached garage

What materials will be used for the Home Occupation? Hazardous?

\_\_\_\_\_  
\_\_\_\_\_

How many residents of the dwelling will be involved? \_\_\_\_\_

How many non-residents will be involved? \_\_\_\_\_

Will people be picking up products?  Yes  No

Estimate the number of vehicles per day. \_\_\_\_\_

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

Date \_\_\_\_\_

Application standard based on the Bellefonte Borough Zoning Ordinance, adopted November 19, 2007, Article 24.

## **ARTICLE 24: SUPPLEMENTAL REGULATIONS—HOME OCCUPATIONS**

Home Occupations. A home occupation may be conducted in a dwelling by the occupants of the dwelling subject to the following regulations. Bed and breakfast establishments are not regulated as a home occupation—see Article 18.

Home Occupations shall be permitted as accessory uses by right after a Home Occupations Permit has been approved. The fee for the Home Occupations Permit shall be set by Bellefonte Borough Council through resolution. All home occupations shall be conducted according to the performance standards established in this section.

The Zoning Officer shall be responsible for enforcement of the following performance standards regulating home occupations. Upon determination by the Zoning Officer that any of the standards are being violated, the Zoning Officer shall send a Notice of Violation to the persons conducting the home occupation and landowner pursuant to Section 616.1 of the MPC, 53 P.S. 10616.1. The persons receiving said notice may appeal the determination of the Zoning Officer to the Zoning Hearing Board.

The standards regulating the conduct of home occupations are as follows:

Unobtrusiveness. Home occupations shall be conducted unobtrusively and shall not impinge upon neighbors nor adversely affect the residential character of the premises or the neighborhood.

Employees. Home occupations shall be carried on only by members of the family who reside in the dwelling unit, plus not more than one (1) full-time additional employee or equivalent, except in the R1 district, where no employees shall be permitted.

Area. Home occupations may be conducted in the dwelling unit, garage, or outbuildings on the premises. However, the total space devoted to home occupations, including storage or materials, shall not exceed twenty-five (25) percent of the finished floor space of the principal dwelling unit.

Display. There shall be no use of show windows, displays, or advertising visible outside the premises to attract customers or clients, except as permitted by the Sign Ordinance.

Storage. There shall be no exterior storage of materials for the home occupation.

Alterations. No exterior alterations, additions, or changes to the residential character of the dwelling unit shall be permitted in order to accommodate or facilitate a home occupation.

Servicing. No repetitive servicing by truck or service vehicles for delivery of supplies or materials to the home occupation shall be permitted.

Sale of goods. Occasional sale of tangible goods produced on the premises is permitted, provided that the number of customers coming to the premises to inspect or purchase such goods does not average more than ten (10) per week. Such tangible goods shall be limited to articles produced solely on the premises, such as works of art, sculptures, or products of a hobby (such as, but not limited to, ceramics, model trains, and so forth).

Client, patient, or customer visit. No business of any type shall be conducted as a home occupation that involves more than an average of ten (10) visits per week to the premises by clients, customers, or patients.

Traffic. Home occupations shall not create additional traffic patterns or parking problems for neighbors by conducting a business that requires more than one street-parking space more than what the home would need if the occupants did not engage in a home occupation.

Parking. No more than two additional off-street parking spaces may be created on the premises for home occupations. Such additional parking spaces shall be located behind the dwelling unit and effectively screened from view by neighbors, and shall be approachable via existing driveways. Paving of front or side-yard setbacks to provide for additional parking spaces for home occupations shall be considered obtrusive and damaging to the character of the neighborhood, and is not permitted.

Noise, fumes, and so forth. No home occupation shall create noise, fumes, smells, vibrations, or other effects that are heard, observed, smelled, or felt beyond the property line.

Guide. In general, all home occupations are permitted that meet the above performance standards. As a guide or help, the following is a partial list of uses that are generally permitted or not permitted as home occupations:

Examples of uses generally permitted as home occupations:

- a. Domestic service, such as baby-sitting (with no more than five (5) children who are not regular members of the household). See supplemental regulations for day care facilities.
- b. Occasional personal service, including hairstyling but excluding beauty salon services
- c. Professional offices requiring infrequent client visits, such as architecture or very specialized or otherwise limited practice of law, engineering, or accounting.
- d. Teaching and tutoring.

- e. Catering services provided off-site.
- f. Information services conducted by computer network or mail.

Examples of uses generally not permitted as home occupations.

- a. Vehicle repair, maintenance or inspection (other than on the personal vehicles of occupants of the premises).
- b. Retail or wholesale sale of goods produced off premises.
- c. Commercial printing.
- d. Antique store.
- e. Industrial production.
- f. Medical or dental clinic.
- g. Realty or insurance office.
- h. Beauty salons.