

**HOME OCCUPATION LICENSE CERTIFICATION OF COMPLIANCE  
WITH TITLE 10, CHAPTER 3, SECTION 2  
TOWN OF SNOWFLAKE ZONING CODE**

**Every home occupation owner/operator needs to comply with the following conditions for issuance of a business license.**

Home Occupation is an accessory use which involves a business occupation, or commercial activity undertaken within a residential structure that is incidental and secondary to the use of that structure as a dwelling unit.

**Home Occupation activities:**

- Must obtain a Town of Snowflake Business License.
- Must obtain an Arizona Transaction Privilege Tax number from the Department of Revenue, if applicable.
- Must allow inspections to be conducted by representative of the Town to verify compliance with standards and limits prescribed by the Town Code. Such inspections shall occur between the hours of 8:30 AM and 4:30 PM and only upon 24 hours written notice to the licensee.
- Must be conducted within the principal residential structure and permitted accessory structures.
- Only an occupant-owner or occupant-lessee of a premise may own and operate a home occupation.
- The use must not change the character of the structure, with no outdoor business activities or outside storage permitted on premises.

**Prohibited Home Occupations:**

- Motor vehicle repair services
- Kennels, stables, pet grooming services, veterinarian clinics
- Medical and dental clinics
- Restaurants, clubs and drinking establishments
- Undertaking and funeral parlors
- Adult entertainment establishments, adult retail establishments, adult theaters
- Taxi services, transit, express mail or package carriers
- Storage of firewood for sale

**Home Occupation Operational Standards:**

- No visible or audible indications of business activities, other than those typical of a residential dwelling unit shall be permitted before 8 AM or after 8 PM.
- Advertising signs on the exterior of the premises are prohibited, except for a single sign in a window not exceeding two (2) square feet in size.
- Identification signs on no more than two operable vehicles is allowed.
- No person operating a home occupation shall use or cause delivery vehicles to visit their premises, except for passenger vehicles, mail carriers and express carriers, such as United Parcel Service, and Federal Express. Business deliveries by semi-tractor trailers are prohibited.
- On street parking is prohibited, other than what is required for residential use.
- Parking is allowed up to two vehicles and two empty or enclosed trailers on the premises.
- Vehicles, excluding trailers may not exceed one-ton capacity.
- No more than one non-resident employee is allowed on the premises at any time, unless they are there to pick up a paycheck which should occur no more frequently than once a week.

**I CERTIFY THAT I WILL COMPLY, WITHOUT EXCEPTION, TO ALL PROVISIONS OF THE SNOWFLAKE TOWN CODE, INCLUDING PROVISIONS FOR HOME OCCUPATION BUSINESSES IN SECTION 2, CHAPTER 3, AND TITLE 10 OF THE TOWN OF SNOWFLAKE ZONING CODE.**

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Print – Owner/Operator

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Signature – Owner/Operator

\_\_\_\_\_  
Date