



# No-Impact Home Based Business Application

## CITY OF WARREN

318 West Third Avenue

Warren PA 16365

Phone: (814) 723-6300 Fax: (814) 723-3242

[www.cityofwarrenpa.gov](http://www.cityofwarrenpa.gov)

Please attach a detailed narrative describing the nature of the proposed business

### APPLICANT INFORMATION

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Email: \_\_\_\_\_

Type of home occupation \_\_\_\_\_

Years home occupation has existed \_\_\_\_\_ Number of persons employed \_\_\_\_\_

Amount of space (square footage) provided for the home occupation \_\_\_\_\_

What percentage of the gross floor area of the house does the home occupation occupy? \_\_\_\_\_

Describe approximate location of the space provided for the home occupation (i.e.: second floor):

\_\_\_\_\_

Are any type of products stored on site? \_\_\_\_\_ If yes, what type? \_\_\_\_\_

Is it your intention to expand in the future? \_\_\_\_\_ If yes, will the number of employees expand? \_\_\_\_\_

Do clients visit your home? \_\_\_\_\_ If yes, is there an economic good or service exchanged? \_\_\_\_\_

What type of parking accommodations do you provide? \_\_\_\_\_

Is there a sign identifying your home occupation? \_\_\_\_\_

If yes, where and what size? \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### OFFICIAL USE ONLY

**FEE: \$25.00**, payable to "City of Warren" cash/check # \_\_\_\_\_ Date Rec'd \_\_\_\_\_

Approved: \_\_\_\_\_ Date: \_\_\_\_\_ Permit No \_\_\_\_\_

(Zoning Administrator)

**“No-Impact Home Based Business,”** a business or commercial activity administered or conducted as an accessory use which is clearly secondary to the use as a residential dwelling and which does not create vehicular or pedestrian traffic by customers, clients, patients, pickup, delivery or removal functions to or from the premises which is in excess of that which is normally associated with residential use. The business or commercial activity must satisfy the following requirements:

1. The person or persons intending to engage in such business activity must comply with all local, state and federal taxes, regulations, statutes and ordinances which are pertinent to the business activity.
2. The business activity shall be compatible with the residential use of the property and surrounding residential uses.
3. There shall be no display or sale of goods and no stockpiling or inventory of a substantial nature.
4. In no way shall the appearance of the structure be altered or the occupation within the residence be conducted in a manner which would cause the premises to differ from its essential character, either by the use of colors, materials, construction, lighting, signs or the emission of sounds, noises or vibrations.
5. The business activity may not use any equipment or process which creates noise, vibration, glare, fumes, odors or electrical interference, including interference with radio or television reception, which is detectable in the neighborhood.
6. The business activity may not generate any solid waste or sewage discharge, in volume or type, which is not normally associated with residential use in the neighborhood.
7. The business activity shall be conducted only within the dwelling and may not occupy more than 25% of the habitable floor area.
8. The business may not involve any illegal activity.
9. Signs shall be in accordance with Article IX of the Codified Ordinances.

If you require assistance with completing this form or another reasonable accommodation as defined by the American with Disabilities Act (ADA) please contact the City's ADA Coordinator at (814) 723-6300.