

A GUIDE TO
RESIDENTIAL UNIT BUSINESS PURSUIT

The purpose of permitting this accessory activity is to allow certain small-scale quasi-business undertakings by the dwelling occupant that will not influence the immediate neighborhood and would not be economically feasible if conducted in a totally business setting.

I. The activity offered shall meet the following criteria:

A.) Be conducted solely by an occupant of the dwelling unit with no more than one (1) non resident employee on the premises and entirely within the dwelling unit, specifically excluding any area designated as a garage.

B.) Not present any external evidence of the activity including a separate entrance or the parking of any vehicle which displays any evidence, however, a sign shall be permitted no larger than that specified in the sign regulation identifying the activity.

C.) Not utilize more than five hundred (500) square feet of the gross area of the dwelling unit.

D.) No equipment or process used for the activity shall create: noise, vibration, glare, fumes, hazardous waste, electrical interference (visual or audible) with any radio, television, or telephone; or causes fluctuations in electrical line voltage off the premises.

E.) Not generate greater vehicular traffic than would ordinarily be associated with the dwelling location or attract more than four (4) persons to the dwelling at any one time.

F.) Only individual or unique physical items or services shall be created or provided. Sales associated directly with a service provided or a good produced directly on premises may occur at the premises provided the sale of such goods on premises shall not be advertised or constitute the primary business pursuit.

G.) Not involve repairing any item that would be brought to the dwelling.

II. Following is a list of business pursuit categories that may be pursued in residential units provided they do not violate any of the above criteria.

1.) Office activity such as: consulting, writing, computer programming, tutoring, telephone answering and drafting.

2.) Fine Arts such as: painting, sculpturing, photography, model making, crafts and weaving.

3.) Culinary activities such: baking, cooking and preserving food.

A Residential Unit Business approval shall be issued for a 90-day trial period during which time the activity may be observed to make an initial evaluation possible. Upon issuance, the Planning and Zoning Department shall send a copy of the approved license to abutting property owners along with a letter explaining the license. The adjoining property owners have the right to request a further review by the Planning and Zoning Commission during the ninety (90) trial period. If a review has been requested, all abutting property owners shall be notified of the time and date of the Planning and Zoning Commission review. If no objections by abutters have been filed during said ninety (90) day period, the issued license may be permanent subject to licensee's compliance of the approved uses contained herein.
(Amended effective 3/15/98)

Residential Unit Business Pursuit Application

Planning and Zoning Department

Middletown, CT

A Applicant And Location Information

Applicant's Name _____ Phone _____

Address of Applicant _____

Name of Proposed Business Pursuit _____

Address of Proposed Business Pursuit _____ Zone _____

Owner _____ Phone _____

B Information On Proposed Residential Unit Business Pursuit

Method of Operation _____

Materials _____

Storage of Materials (how, what, where, amount) _____

Number of Rooms Used _____ Description _____
_____ Sq. Ft. in Business Pursuit _____

Structural/Exterior alternations _____
_____ None _____

Mechanical/Electrical equipment _____
_____ None _____

Numbers of Persons Employed _____ Will Clients/Customers come to the home?
Yes ___ No ___ If Yes, number at one time _____

C Site Information

Signs Yes ___ No ___ Size _____

Number of Parking Spaces on Lot _____

Commercial Vehicle use Yes ___ No ___ If yes, parked at _____

Truck/Heavy Equipment use Yes ___ No ___ If yes, parked at _____

I hereby authorize the Zoning Code Enforcement Officer to inspect my resident unit business pursuit for compliance with the Zoning Code during the trial period if granted approval. APPLICANT'S

SIGNATURE _____ DATE _____
