



DECLARATION OF INTENT AND WAIVER PERMITTING INSPECTION AFFIDAVIT

**HOME BUSINESS TAX RECEIPTS
Section 7-53 – City of Sunrise Code**

It is my intent that the home business tax receipt, which I am applying for, will be conducted entirely within my dwelling and carried on by persons residing in that dwelling. Any business activity will be restricted to telephone use, mail and the reproduction of correspondence, reports or other written documents. There will be no production, assembly or repair of any product, storage of any products or equipment, or on-premises sales.

The business use will be clearly incidental and subordinate to the use for residential purposes by the occupants, and not more than twenty (20) percent of the floor area, not to exceed three hundred (300) square feet, of the dwelling unit will be used in the conduct of the home occupation. The garage will not be used for the conduct of the business. The outside appearance of the building or premises will not be changed and there will be no visible evidence of the conduct of such home occupation, including outside storage or signs pertaining to the home occupation. No home occupation will be conducted in an accessory building, or other structure detached from the residence. No stock-in-trade will be displayed or sold on the premises. No equipment will be kept on the premises except that which is of quantity and configuration normally used for purely home/office purposes. No clients, customers, purchases or pedestrian traffic of any kind related to the business will occur. My home mailing address will not be used in any advertisements, and with the exception of mail delivery services, there will be no vehicular traffic generated by the home occupation. No commercial type vehicle will be used in connection with the home occupation, including commercial vehicles for delivery to or from the premises. There will be no noise, vibration, glare, fumes, odors or electrical interference beyond what normally occurs in the residential zoning district.

I understand that as long as my home business tax receipt is in effect, the City will have the right to inspect my home if the City has reasonable cause to believe that I am violating the provisions of this ordinance. Violation of this section shall be punishable as provided in Section 1-15 of the City Code. This waiver permitting inspection will be effective for any renewals of my business tax receipt, and the execution of a new waiver will not be required at each business tax receipt renewal.

APPLICANT'S SIGNATURE

PRINT NAME

SWORN TO AND SUBSCRIBED BEFORE ME THIS _____ DAY OF _____, 201_____

NOTARY PUBLIC - PRINT NAME

NOTARY PUBLIC - SIGNATURE

_____ **PERSONALLY KNOWN TO ME OR**
_____ **TYPE & NUMBER OF I.D. PRODUCED:**

MY COMMISSION EXPIRES:

CITY OF SUNRISE

Sec. 7-53. - Home Occupations

- (a) Intent. It is the intent of the city commission to allow homes to be used for business purposes under very limited circumstances. It is intended that this section will permit persons to use their homes to conduct business only by telephone and by mail and for the production of correspondence, reports and other written documents. This section shall not be construed to permit the production, assembly or repair of any product, the storage of any products or equipment, or on-premises sales. All other business use of the home shall continue to be prohibited.
- (b) Criteria for home occupations. In a residentially zoned district, a home local business tax receipt may be issued when the home is used only as a location for a business telephone, an address for business correspondence, and a storage place for business records in conjunction with a principal residential use. Home occupations are permitted in residential zones provided the following criteria are met upon review of the code enforcement division:
1. No person, other than a member of the family residing on the premises, shall be engaged in such occupations.
 2. The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to its use for residential purposes by its occupants, and not more than twenty (20) percent of the floor area, not to exceed three hundred (300) square feet, of the dwelling unit shall be used in the conduct of the home occupation. Garages shall not be used for the conduct of the business.
 3. There shall be no change in the outside appearance of the building or premises, or other visible evidence of the conduct of such home occupation, including outside storage or signs pertaining to the home occupation.
 4. No home occupation shall be conducted in any accessory building, or other structure detached from the residence
 5. No stock-in-trade shall be displayed or sold on the premises
 6. No equipment shall be permitted except that which is of quantity and configuration normally used for purely home/office purposes
 7. No clients, customers, purchasers or pedestrian traffic of any kinds related to the business shall be permitted.
 8. Home mailing addresses shall not be used in any advertisements.
 9. No vehicular traffic, with the exception of mail delivery services, shall be generated by such home occupation in greater volumes than would normally be expected in a residential neighborhood. No commercial type vehicle shall be used in connection with the home occupation, including commercial vehicles for delivery to or from the premises.

10. The use shall not generate noise, vibration, glare, fumes, odors, or electoral interference beyond what normally occurs in the applicable zoning district.

The requirements for issuance of a local business tax receipt contained in [section 7-32](#)(a)(2), (3) and (7) and [7-33](#) of the City Code shall not apply to home occupations. Application for a home occupation local business tax receipt or local business tax renewal shall be made by obtaining an application form for home occupations from the city. The following information shall be required of all persons making application for a home occupation local business tax receipt:

- (1) Name and address of applicant; name and address of the homeowner if different than the applicant;
 - (2) Post office box address, if applicable;
 - (3) Legal description of property where home occupation is to be conducted;
 - (4) Room or rooms, including square footage, to be utilized in the conduct of the home occupation;
 - (5) Nature and type of business to be conducted;
 - (6) A signed, notarized statement completed by the applicant certifying compliance with the requirements of this section and granting city inspectors the right to enter into the house to inspect the premises when there is probable cause to believe a violation of this section exists.
 - (7) All other requirements contained in this chapter shall apply to home occupations.
- (d) The completed application shall be either mailed or hand delivered to the code enforcement division along with payment of a processing fee in the amount of twenty-five dollars (\$25.00) and the applicable local business tax as provided for in the local business tax schedule.
- (e) There shall be no other business use of the residence except as otherwise provided in this article. Violation of this section shall be punishable as provided in [Section 1-15](#) of the City Code.

(Ord. No. 76-T, § 2, 3-8-94; Ord. No. 76-07-A, § 39, 9-11-07)