

**HUMBOLDT COUNTY PLANNING DIVISION
COTTAGE INDUSTRIES PERMIT**

The Humboldt County code defines a Cottage Industry as an establishment primarily engaged in the on - site production of goods by hand manufacturing which involve only the use of hand tools or which have a limited impact on adjoining development by virtue of either low development densities or more stringent review and standards. Examples of typical low intensity uses include ceramic studios, custom jewelry or small furniture and cabinet manufacturers. Additional uses may be considered where specifically identified in a Community Plan. The following questions will help us determine whether a Cottage Industry Permit may be issued to you. If a Cottage Industry Permit may not be approved, you are encouraged to contact the Planning Division at 268-3729 to discuss with Christian other options that may be available.

Yes No

- (a) Does the cottage industry conform with the development standards in the applicable zoning district? (Setbacks, Lot Coverage, Parking etc.)?
- (b) Is the dwelling on the site occupied by the owner of the cottage industry?
- (c) Is the cottage industry occupy less than twenty five percent (25%) or 1,000 square feet (whichever is less) of the floor area of the dwelling or accessory structure in which the cottage industry is located?
- (d) The cottage industry shall not produce evidence of its existence in the external appearance of the dwelling or premises, or in the creation of noise, odors, smoke, vibrations or other nuisances to a degree greater than that normal for the neighborhood. Will the Cottage Industry meet this requirement?
- (e) If there are any structural, electrical or plumbing alterations that are necessary for the cottage industry. Would they be customarily found in dwellings or residential accessory structures?
- (f) Are all of the partners or persons employed to conduct the cottage industry residents of the dwelling?
- (g) Is all merchandise sold off of the premises?
- (h) Are all lights directed on site and shielded to reduce glare to adjacent areas?
- (i) Is the Cottage Industry one that does not generate pedestrian or vehicular traffic beyond what is normal in the neighborhood in which it is located?
- (j) Is the use one that does not generate any visual or audible interference of radio or television reception?
- (k) Are all manufacturing and fabricating areas enclosed in buildings?
- (l) Are the hours of operation between 9 am to 5 pm Monday through Friday?
- (m) Only one sign is permitted advertising the cottage industry, not exceeding two (2) square feet, that is non-moving, and which has illumination, if any, which is non-flashing. Will the Cottage Industry comply with this condition?
- (n) Are your improvements on the property covering less than two (2) acres?

- (o) Have you applied for a regular business license with the Tax Collector?

OVER

If you answered "Yes" to all of the above questions you qualify for a Cottage Industry Permit. If you answered "No" to question(s) c, e, f, g, i, k, l, m, or n; or you are applying as a "Bed and Breakfast" you would qualify for a Cottage Industry Permit upon the succurement of a Special Permit. If you are applying as an "Auto Repair" business you would qualify upon the succurement of a Use Permit. Answering "No" to question(s) a, b, d, h, j, or o; would disqualify you for a Cottage Industry Permit. *More information about Special Permits or Use Permits can be obtained from the Community Development Services Department, Planning Division (3015 H Street, Eureka CA 9501-4484).*

Please sign and return this form along with a ministerial review fee (currently \$55.00) with your **Business License** or mail this form and review fee to the Community Development Services Department, Planning Division (3015 H Street, Eureka CA 95501-4484) and we will process your Cottage Industry Permit.

Assessors Parcel Number: ____ - ____ - ____ **Name of Business:** _____

Name: _____ **Address:** _____ **Phone:** ____

Description of Business: _____

_____ (use additional sheets if necessary)

Explanation of "No" answers _____

I have read and answered the questions on both sides of this form and described my business to the best of my ability. I further agree to abide by the conditions for a Cottage Industry Permit as set forth in Section 313-54 et al and 314-45.1 et al of the Humboldt County Code.

Date: _____ **Signature:** _____

Please do not hesitate to call Christian Nielsen at Planning if you have any questions -- 268-3729.

You can also check us out on the web at www.co.humboldt.ca.us