

A Resident's Guide to Starting A

HOME-BASED BUSINESS

DO I NEED A BUSINESS LICENSE TO RUN A BUSINESS OUT OF MY HOME?

All home businesses in Avondale need a business license. As part of the application, you will be asked to fill out a "Home Occupations Questionnaire" to ensure that the home occupation will not change the residential nature of your home.



HOW DO I APPLY FOR A BUSINESS LICENSE?

Call the Finance Department at (623) 333-2000 to request a business license application and Home Occupation Questionnaire or visit www.avondale.org

HOW MUCH IS A BUSINESS LICENSE?

The business license application processing fee is \$25, plus a \$40 license fee. Renewals of an approved business license are \$40 annually.

CAN I PLACE A SIGN ON MY PROPERTY TO ADVERTISE THE BUSINESS?

Signs, displays, or any other exterior indication of the home-based business is not allowed.

CAN I RUN A BUSINESS FROM A HOME THAT I AM NOT LIVING IN?

No. You must use the house as your primary residence.

CAN I RUN A BUSINESS OUT OF MY HOME IF I LIVE IN A SUBDIVISION WITH A HOME OWNERS ASSOCIATION (HOA)?

It is a good idea to check with your HOA prior to applying for a business license. Each HOA has different regulations relating to home-based businesses. You may call the HOA management company to obtain more information regarding your particular HOA.

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IS A HOME CHILD CARE CENTER CONSIDERED A HOME-BASED BUSINESS?

One to three children only requires a business license. If more than four children will be cared for at the home, a conditional use permit is required prior to the issuance of a business license. Please call the Planning Division to discuss the Conditional Use Permit process for home child care providers.



HOME-BASED BUSINESS STANDARDS

- ▶ The business must be carried on wholly within the dwelling unit.
- ▶ No one outside of the family residing in the home can be employed in the home-based business
- ▶ Signs, exterior displays, outdoor storage of materials or other exterior indication of the home-based business are not allowed
- ▶ No offensive noises, vibration, smoke, dust, odors, heat or glare can be produced by the businesses.
- ▶ Equipment, alterations, machinery, or construction not typical of a residential area is prohibited.
- ▶ The use cannot generate traffic that is not typical of other residential uses in that zoning district.

Avondale^{AZ}

Development Services/Planning Division

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www.avondale.org/developmentservices

Open M -Th 7 am – 6 pm/Closed Friday