



HOME-BASED BUSINESS

Form HB-1 | Attachment to Business License Tax Application

Community Development Department
1600 First Street
707.257.9530

Finance Department
955 School Street
707.257.9508

Mailing Address
PO Box 660
Napa, CA 94559

1 BUSINESS INFORMATION – shall match information entered on Business License Tax Application

BUSINESS ADDRESS: _____

BUSINESS NAME: _____

2 HOME-BASED BUSINESS TYPE – mark the box for the type of business you are applying for

<input type="checkbox"/> Home Occupation	<input type="checkbox"/> Cottage Food Operation
Home occupations are businesses conducted within a residential unit by its residents. The majority of home-based businesses fall under this category.	Cottage food operations are businesses conducted within the residential unit only as authorized by the California Homemade Foods Act (AB 1616).
<i>continue to Box 3A</i>	<i>continue to Box 3B</i>

3A HOME OCCUPATION

Review the following summary and sign to acknowledge your compliance with these regulations. For a full text of the regulations, refer to Subsection 17.52.240.B of the Zoning Ordinance.

1. The business shall not occupy more than 200 square feet of the residence/garage.
2. The business shall be conducted entirely indoors.
3. The business shall not have any employees other than residents of the household.
4. The business shall not have any customers or clients come to the residence.
5. The business shall not create noise, odor, glare, or fumes that are discernible from outside.
6. The business shall not list the residential address in any advertising, listing, or printed material.
7. One commercial vehicle is allowed on the premise and shall be parked inside the garage.
8. *Wineries Only* – A maximum of eight barrels or 480 gallons per year is allowed.

SIGNATURE: _____

DATE: _____

3B COTTAGE FOOD OPERATION

Review the following summary and sign to acknowledge your compliance with these regulations. For a full text of the regulations, refer to Subsection 17.52.105.D of the Zoning Ordinance.

1. The business shall not occupy more than 200 square feet of the residence/garage.
2. The business shall be conducted entirely indoors.
3. The business shall not have any employees other than residents of the household.
4. The business shall not have any customers or clients come to the residence.
5. The business shall not have any signage or advertisement identifying the residential address.
6. One commercial vehicle is allowed on the premise and shall be parked inside the garage.
7. On-site dining or tasting events for customers are prohibited.
8. Application/issuance of permits/registration from the County of Napa is required.

SIGNATURE: _____

DATE: _____

4 PROPERTY OWNER INFORMATION – only complete if the business owner is not the property owner

OWNER NAME: _____	OWNER PHONE: _____
OWNER SIGNATURE: _____	DATE: _____