



Nibley City
Planning Commission
Wednesday, December 9, 2015
455 W. 3200 S.
Nibley, UT

5:30 p.m. Call to Order
 Approval of Agenda
 Approval of Minutes

PUBLIC HEARING

A public hearing to receive comment concerning a proposed ordinance regulating home-occupation businesses.

Discussion and consideration of a proposed ordinance regulating home-occupation businesses.

Discussion and consideration of the 2016 Nibley City Planning Commission Meeting Schedule.

Discussion and election of the 2016 chair and vice-chair for the Nibley City Planning Commission.

Staff Report

*Planning Commission agenda items may be tabled if: 1) Additional information is needed in order to take action on the item; OR 2) The Planning Commission feels there are unresolved issues that may need further attention before the Commission is ready to make a motion. **No agenda item will begin after 10:00 p.m. without a unanimous vote of the Commission.** The Commission may carry over agenda items, scheduled late in the evening and not heard, to the next regularly scheduled meeting.*

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, REASONABLE ACCOMMODATIONS FOR INDIVIDUALS WITH DISABILITIES WILL BE PROVIDED UPON REQUEST. FOR ASSISTANCE, PLEASE CALL 752-0431 A MINIMUM OF 24 HOURS BEFORE THE MEETING.

An Ordinance Regulating Home Occupation Businesses Within Nibley City

A. Definition

1. A home occupation is defined as “The use of a portion of a dwelling as an office, studio, or workroom for occupations which are conducted in the home and are incidental to the primary use as a home or residence; provided additionally that:
 - a. individuals who perform occupation related activities at the home occupation residence must also live at that residence
 - b. individuals who do not live at the home occupation residence must not report to that residence for occupation-related activities
2. Accessory buildings may be used to conduct all or a portion of the home occupation, so long as the use is contained within the accessory building.
3. Applications meeting these criteria may (as determined by the appropriate land use authority) be classified a home occupation rather than being classified by the actual activity associated with the business, exceptions as outlined in this ordinance.

B. Home Occupation License Required.

1. No person may conduct a business within a residence, the lot upon which it sits or within any of its accessory structures except as a home occupation in compliance with this Chapter. Except as specifically provided by Nibley City Ordinance, it shall be unlawful for any person to engage in or conduct a Home Occupation without having first procured a Home Occupation license from Nibley City, sometimes hereinafter to be called a "license". The license shall be renewed each year.
2. Persons who fail to renew their license for each calendar year and pay any associated fees, shall be deemed to no longer have a valid home occupation license and shall make a new application to the Nibley City Planning Commission for review and approval of a home occupation license, and shall be subject to all federal, state and local laws in effect at the time the new application is made.

C. Planning Commission Approval Required

1. Subject to the provisions of this ordinance, the Nibley City Planning Commission shall review and approve, deny, or approve with conditions, all applications for a home occupation, except for those uses which meet the definition of “Home Office”, as defined in Title 10 of the Nibley City Code. Uses meeting that definition may be reviewed and approved by City staff.
2. City staff may refer to the Planning Commission applications which meet the definition of “Home Office” if, in the determination of staff, there are circumstances which require the Planning Commission’s review and approval.

D. Purpose. The purposes of this section are to:

1. Provide an opportunity for home occupations as an accessory use when they are compatible with the neighborhoods in which they are located. A home occupation shall not be construed to mean an employee working in his home in the service of an employer whose principal place of business is licensed at another location.
 2. Provide an opportunity for a home occupation to engage in the business of child care and other group child activities and encourage this type of home occupation to draw clients/customers from their immediate neighborhood.
 3. Guide business activities which are not compatible with neighborhoods to appropriate commercial zones.
 4. Safeguard peace, quiet, and domestic tranquility within all residential neighborhoods. Protect residents from the adverse effects of business uses being conducted in residential areas from noise, nuisance, traffic, fire hazards and other possible business uses that create significant impacts on a neighborhood.
- E. **Neighborhood Disturbance.** The home occupation shall not interfere or disrupt the peace and quiet of the neighborhood, and is subject to Nibley City ordinances regarding nuisances and noise disturbances. The home occupation shall not create or be associated with or produce odor, smoke, dust, heat, fumes, light, glare, noises or vibrations, excessive traffic, or any other adverse effects within the neighborhood.
- F. **Renter/Owner Responsibility.** If the applicant for a home occupation license rents or leases the property wherein the home occupation is intended to be conducted, the applicant must provide a letter of acknowledgment and consent from the property owner at the time the application is submitted to the Business License Office.
- G. **Interior Alterations/Remodeling.** Alterations of the principal dwelling for the purpose of accommodating the home occupation are prohibited if such alteration eliminates the kitchen, and/or all of the dining areas, bathrooms, living areas, or all of the bedrooms. A building permit shall be obtained for remodeling.
- H. **Restrictions.** The following restrictions shall apply to any home occupation:
1. All home occupations are required to obtain and maintain a current city business license and meet all requirements of this code.
 2. All home occupations shall comply with federal, state and local laws and ordinances.
 3. Home occupations shall not involve the unauthorized use of hazardous or annoying substances or processes nor shall they create any hazardous or offensive odors, noises, fumes, gases, dust, radiation, glare, electrical interference, vibrations, heat, wastes, pathogens or any other harmful substances or effects.
 4. Home occupations shall be conducted entirely within the dwelling unit and may not occupy, with goods, materials, equipment or activities, any attached garage or lot area. Training activities such as swimming, tennis and horseback riding or daycare or preschool activities may be conducted outdoors; provided, that no nuisance is created.
 5. All vehicles and other equipment requiring parking accommodations, or which may not be reasonably stores in a business related vehicle, shall be parked out of the right-of-

way and out of the setback areas on the property where the home occupation is conducted, with the exception of a car or light-duty truck which is used as part of the business.

6. Home occupations shall not cause excessive demands on city services.
7. Employees of home occupations shall consist only of members of the family residing in the dwelling or other individuals whose activities are conducted away from the residence.
8. The exteriors of dwellings may not be altered from a residential character as a result of or to enhance a home occupation.
9. Home occupations involving pedestrian or vehicle traffic shall be conducted only between the hours of seven o'clock (7:00) A.M. and seven o'clock (7:00) P.M.
10. More than one home occupation may be conducted in a dwelling; provided, that these regulations are followed as though there were only one occupation in the dwelling.
11. The City may place additional restrictions on a home occupation relating to hours of operation, parking, traffic or other matters as it deems necessary to mitigate impacts on the neighborhood and the city in general.

I. Preschool/Daycare

1. Preschools for a maximum of eight (8) students may be conducted as home occupations with approval of a conditional use permit/concept plan with the following and other conditions as determined by the Planning Commission:
 - a. Maximum two (2) sessions per day and maximum four (4) sessions per week. Sessions shall be a maximum three (3) hours in length.
 - b. Students' ages shall be three (3), four (4) or five (5) years old.
 - c. Days and hours of operation shall be provided for review.
 - d. All safety and building codes shall be met and a building permit, if necessary, shall be obtained for remodeling.
 - e. All state licensing requirements will be met.
 - f. All other requirements of this chapter and other local, state and federal laws shall be met.
2. Child daycare/preschool for more than eight (8) children shall be classified as daycare, commercial rather than a home occupation.

J. Prohibited Home Occupations.

1. The following uses, by nature of the occupation, substantially impair the use and value of residentially zoned areas for residential purposes and are, therefore, prohibited:
 - a. Mortuary, crematorium, columbarium, mausoleum
 - b. Animal hospitals or veterinary services.
 - c. Clinic, dental office, medical office, chiropractic office, or hospital.
 - d. Junk yard, auto wrecking yard, or salvage yard.
 - e. Stables, kennels, pet stores, or any other commercial animal breeding business, or similar activities are prohibited.
 - f. Storage, service, repair, sales or rental of ambulance, tow truck, recreational vehicle, water craft, automobiles, ATV, or other motorized vehicles.

- g. Fitness or health spa facility.
 - h. Boutiques, sample sale, or craft shows.
 - i. Auto body repair, motor vehicle repair.
 - j. Use of specified chemicals, pesticides and flammable/combustible materials, and including any other process or business where current, adopted Building and Fire Codes would require an Operational Permit.
 - k. Client visits in excess of ten (10) per day.
- K. **Application.** The following items shall be submitted to the city business licensing office in applying for a home occupation business license:
 - 1. Application forms as provided by the city and the associated fee as determined by the Planning Commission.
 - 2. Description of the nature of the home occupation and information as requested in the application.
 - 3. Hours of operation and the number of customer visits to be made each day.
 - 4. Other government approvals required for conducting the home occupation.
 - 5. Signed affidavit by the applicant that all requirements and conditions of the city will be followed.
- L. **Application Appeal Procedure.** If the Planning Commission finds that certain conditions cannot be met, that the proposed home occupation is not appropriate or is inconsistent with the definition and purpose of this chapter or if objections are filed, the application shall be denied. Applicants wishing to appeal the denial of a home occupation permit may appeal the decision of the Planning Commission by following the appeal provisions outlined in Title 10-3 of the Nibley City Code.
- M. **Suspension/Revocation**
 - 1. A home occupation may be commenced only upon completion of all plan improvements as stipulated in the accompanying approval. The home occupation will be conducted in conformance with approved plans and conditions.
 - 2. Application to amend a home occupation license may be requested by following the application procedures in this chapter. A home occupation license may be suspended or revoked by the Planning Commission, after a public hearing, if it is shown that one or more of the following conditions exist:
 - a. The use is conducted prior to completion of all required improvements and conditions.
 - b. The use is established or conducted contrary to any of the approved plans or conditions.
 - c. The use is conducted contrary to local, state, or federal laws.
 - d. The use is creating a nuisance or hazard, whether it be through the condition of the property, the conduct of the business or the behavior of the occupants of the residence where the home occupation is conducted

- e. The applicant supplied false or misleading information when applying for a home occupation license; or withheld relevant information on the application or allowed such to happen.
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- 3. Prior to holding a public hearing to consider the suspension or revocation of a home occupation license, the City shall give at least fourteen (14) days prior written notice, mailed or otherwise delivered to the address listed on the application as the address where the Home Occupation is being conducted, of the alleged violation or the manner in which the property no longer complies with the requirements for the Home Occupation, with the opportunity to correct the problem during said time. Any substantiated, unresolved complaint, regarding the violation of standards, qualifications or application requirements or any of the above violations, which is received and verified by the City, against any Home Occupation licensed under this section, will require that any licenses be revoked and the business cease to operate.
 - 4. Any person/persons whose license has been suspended or revoked by the Nibley City Planning Commission, and who wishes to appeal said revocation may appeal the decision of the Planning Commission by following the appeal provisions outlined in Title 10-3 of the Nibley City Code.

The following is hereby adopted as the meeting schedule for the Nibley City Planning Commission for 2016.

Unless noted, all meeting dates fall on a Wednesday and will begin at 5:30 p.m.

Persons wishing to submit items for consideration **must** have **all** materials submitted and applicable fees paid by the application deadline.

Meeting Date		Application Deadline
January 13, 2016		December 30, 2015
January 27, 2016		January 13, 2016
February 10, 2016		January 27, 2016
February 24, 2016		February 10, 2016
March 9, 2016		February 24, 2016
March 23, 2016		March 9, 2016
April 13, 2016		March 20, 2016
April 27, 2016		April 13, 2016
May 11, 2016		April 27, 2016
May 25, 2016		May 11, 2016
June 8, 2016		May 25, 2016
June 22, 2016		June 8, 2016
July 13, 2016		June 29, 2016
July 27, 2016		July 13, 2016
August 10, 2016		July 27, 2016
August 24, 2016		August 10, 2016
September 14, 2016		August 31, 2016
September 28, 2016		September 14, 2016
October 12, 2016		September 28, 2016
October 26, 2016		October 12, 2016
November 9, 2016		October 26, 2016
December 14, 2016		November 30, 2016

In the event the application deadline falls on a holiday, the following business day will be the application deadline.

There may be circumstances that arise which cause a meeting to be cancelled. Notification will be made as soon as reasonably possible in the event of a cancellation.