



HOME-BASED OCCUPATION –QUEEN CREEK TOWN LIMITS ONLY

Home Based Occupation must conform to Performance Standards set forth in Town of Queen Creek Zoning Ordinance Article 6.8, Chapter 9, Table 6.8-1. (Revised December 2012). Complete text is on the Town web-site.

1. Permits must be obtained before operating home-based occupation and must conform to all applicable Town ordinances and regulations.
2. A home-based occupation may only be conducted as an accessory use to a dwelling unit and shall continue to be used as a residence and maintain a residential character and appearance.
3. No more than 25% of the gross floor area of the primary structure is to be used for the home-based occupation.
4. No exterior indication of a non-residential use, other than one (1) non-illuminated sign not to exceed three (3) square feet attached to the building or placed in a window is allowed.
5. Full time home resident is the business operator and there shall be no more than (1) non-resident employee working in the home.
6. The home is not to be used as a location for assembly of employees for instruction or dispatch to other locations.
7. A home-based occupation shall not generate dust, odors, noise, vibrations or electrical interference.
8. Storage of goods and materials shall be inside and shall not include flammable, combustible or explosive materials.
9. All parking for a home-based occupation shall be provided only in the driveway and shall not create hazards or street congestion. Payload ratings for trucks and vans must comply with Performance Standards in Table 6.8.1.
10. Deliveries and pick- ups shall be those normally associated with residential services and shall occur only between 8am-8pm Mon- Sat.

Home-based Occupation Questionnaire

1. Is the business conducted within your dwelling unit or accessory structure? Yes No

If no, please explain why: _____

2. Are you the sole employee of the business? Yes No

If no, how many employees do you have? _____

3. What are your hours of operation? _____

4. How many deliveries do you receive on a weekly basis? (Circle) None 1-2 3-4 5-10 10+

5. How many customers/clients come to your residence per day? _____

6. If you are conducting a home day care, how many children will you provide care for? _____

I HAVE READ AND AGREE TO THE ABOVE TOWN OF QUEEN CREEK HOME-BASED OCCUPATION REGULATIONS AND HAVE COMPLETED THE QUESTIONNAIRE TO THE BEST OF MY KNOWLEDGE.

Signature of Applicant/Homeowner:

Date:



LICENSING ELIGIBILITY REQUIREMENT (ARS § 41-1080)
 (Sole Proprietorships Only)

Full Last Name:	Full First Name:	Full Middle Name:
Business Address: (as shown on license or application)		
City, State, Zip code:		

On May 1, 2008 Governor Napolitano signed Laws 2008, Ch. 152 (House Bill 2745) into law. The new law contains a “licensing eligibility” section (Arizona Revised Statutes § 41-1080) preventing a state agency from issuing a (new or renewed) license to an individual unless the individual has provided the agency with one of the forms of identification listed in the law.

Before issuing a license to an individual, the individual must present **one** of the following documents to the municipality indicating that the individual’s presence in the United States is authorized under federal law: **Please note that this applies to all “individuals” who obtain licenses and not entities such as Corporations or LLC’s.**

**Check the box next to the document you are providing
 ATTACH A PHOTOCOPY showing both sides of your identification.**

<input type="checkbox"/>	An Arizona driver license issued after 1996 or an Arizona non-operating identification license.
<input type="checkbox"/>	A driver license issued by a state that verifies lawful presence in the United States. (See Overview of States’ Driver’s License Requirements)
<input type="checkbox"/>	A birth certificate or delayed birth certificate issued in any state, territory or possession of the United States.
<input type="checkbox"/>	A United States certificate of birth abroad.
<input type="checkbox"/>	A United States passport.
<input type="checkbox"/>	A foreign passport with a United States visa.
<input type="checkbox"/>	An I-94 form with a photograph.
<input type="checkbox"/>	A United States citizenship and immigration services employment authorization document or refugee travel document.
<input type="checkbox"/>	A United States certificate of naturalization.
<input type="checkbox"/>	A United States certificate of citizenship.
<input type="checkbox"/>	A tribal certificate of Indian blood.
<input type="checkbox"/>	A tribal or bureau of Indian affairs affidavit of birth

This provision does not apply to an individual if **ALL** of the following apply:

1. The individual is a citizen of a foreign country or, if at the time of the application, the individual resides in a foreign country.
2. The benefits that are related to the license do not require the individual to be present in the United States in order to receive those benefits.

 Signature of applicant

 Date

 Signature of municipal employee

 Date

RETURN THE **ORIGINAL** OF THIS FORM WITH A **COPY** OF YOUR IDENTIFICATION TO THIS ADDRESS:

22350 S. Ellsworth Road, Queen Creek, AZ 85142-9311 • 480-358-3000 • Fax 480-358-3001 • www.queencreek.org

