



COUNTY OF HUMBOLDT
PLANNING AND BUILDING DEPARTMENT
CURRENT PLANNING DIVISION

3015 H Street, Eureka, CA 95501
Tel: (707) 445-7541 Fax: (707) 268-3792

<http://co.humboldt.ca.us/Planning>

COTTAGE INDUSTRY PERMIT

Humboldt County Zoning 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.

- | | Yes | No | |
|-----|--------------------------|--------------------------|--|
| 1. | <input type="checkbox"/> | <input type="checkbox"/> | Does the cottage industry conform to the development standards in the applicable zoning district (setbacks, lot coverage, parking, etc.)? |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> | Is the dwelling on the site is occupied by the owner of the cottage industry? |
| 3. | <input type="checkbox"/> | <input type="checkbox"/> | Does the cottage industry occupy less than twenty-five percent or less than 1,000 square feet (whichever is less) of the total floor area of the dwelling or accessory structure in which the cottage industry is located? |
| 4. | <input type="checkbox"/> | <input type="checkbox"/> | Would any structural, electrical or plumbing alterations that are necessary for the cottage industry be customarily found in dwellings or residential accessory structures? |
| 5. | <input type="checkbox"/> | <input type="checkbox"/> | Are all partners or persons employed by the cottage industry residents of the dwelling? |
| 6. | <input type="checkbox"/> | <input type="checkbox"/> | Is all merchandise sold off the premises? |
| 7. | <input type="checkbox"/> | <input type="checkbox"/> | Is all outside lighting directed on-site and shielded to reduce glare to adjacent areas? |
| 8. | <input type="checkbox"/> | <input type="checkbox"/> | Are all manufacturing and fabricating areas enclosed within buildings? |
| 9. | <input type="checkbox"/> | <input type="checkbox"/> | Are the hours of operation between 9:00 am to 5:00 pm, Monday through Friday? |
| 10. | <input type="checkbox"/> | <input type="checkbox"/> | Will the cottage industry comply with the following advertising requirements: one sign only, no larger than two square feet, non-moving, and non-flashing illumination (if any)? |
| 11. | <input type="checkbox"/> | <input type="checkbox"/> | Are all improvements on the property limited to less than two acres? |
| 12. | <input type="checkbox"/> | <input type="checkbox"/> | Will the cottage industry produce evidence of its existence in the external appearance of the premises, or create noise, odors, smoke, vibrations or other impacts greater than normal for the neighborhood? |
| 13. | <input type="checkbox"/> | <input type="checkbox"/> | Does the cottage industry generate pedestrian or vehicular traffic beyond what is normal for the neighborhood in which it is located? |
| 14. | <input type="checkbox"/> | <input type="checkbox"/> | Does the cottage industry generate any visual or audible interference of radio or television reception? |

A Cottage Industry Permit must accompany a regular business license application from the Tax Collector.

If you answered "yes" to questions 1 through 11 and "no" to questions 12 through 14, the establishment qualifies for a Cottage Industry Permit. If you answered "no" to any of the questions, or if you're applying as a Bed and Breakfast business, you may be required to secure other permits.

Additional information about permits may be obtained at Humboldt County Planning and Building Department, 3015 H Street, Eureka California, (707) 445-7541.

Please sign and return this form with the appropriate ministerial review fee with your Business License application to Humboldt County Tax Collector, Courthouse, 825 Fifth Street, Eureka, California 95501.

Assessor Parcel Number _____

Name of Business _____

Name of Owner _____

Address _____

City, State, Zip _____

Phone _____

(Use additional pages if necessary)

Description of Business:

Explanation of "no" answers (questions 1 to 12) or "yes" answers (questions 13 to 15):

I certify that I have read and answered the questions on this form and described my business accurately to the best of my ability. I agree to abide by the conditions for a Cottage Industry Permit as set forth in Section 313-45.2 and Section 314-45.1 of the Humboldt County Code.

Date _____ Signature _____