



HOME OCCUPATION –QUEEN CREEK TOWN LIMITS ONLY

Application Fee: \$60.00

The Queen Creek Zoning Ordinance allows for some types of businesses to be conducted in your home, without having to obtain commercial zoning. This portion of the zoning ordinance was in effect prior to the Town’s incorporation (under the County’s zoning ordinance) and is in effect upon incorporation in 1989 and was expanded when the Town Council approved the new Zoning Ordinance revised in August 2003.

Home Based Occupation: a business activity conducted as an accessory use to a dwelling unit.

A home occupation shall be operated and maintained to not interfere with the peace, quiet and dignity of the neighborhood. The area devoted to home occupation shall maintain residential appearance and shall not generate dust, odors, noise, vibrations or electrical interference.

Some home occupations permitted:

- Low-volume office (realty, insurance)
- Beauty shop
- Seamstress
- Instruction (music, craft)
- Word processing & other computer applications
- Telephone answering/message services
- Internet based business
- Door to door sales (candles, cosmetics)
- Artists/ sculpturist /composers not selling artistic products to the public on the premises
- Craft work (jewelry making or pottery) with no sales to the public on the premises

Home occupations not permitted:

- Medical/dental office/massage therapy
- Motor vehicle repair or similar use
- Temporary or permanent vehicle display for purposes of sale or lease, restoration conversion, engine repair
- Medical/cosmetic facilities for animals including animal care, grooming or boarding facilities
- Retail sales on property
- Commercial food preparation & catering
- Contractors shops
- Mortuaries
- Medical procedures
- Body piercing and/or painting
- Tattoos
- Any type of physical or psycho therapy
- Machine shop/metal working

1. Not more than six (6) customers or clients/week (1/visit/day/customer) allowed to visit home occupation. Customer hours shall be between 8:00 a.m. and 8:00 p.m.
2. Storage of goods and materials shall be inside and shall not include flammable, combustible or explosive materials. Outside storage of heavy equipment or material shall be prohibited. Some limited material storage may be permitted as accessory to your type of business as long as it is entirely screened from public view and from any surrounding properties. You will have to document exactly what type of material/equipment you intend to store on the property and where it will be stored. A separate review may be required by the Fire Department. Mechanical equipment shall only be used in a completely enclosed building.
3. No on-site advertising by way of signs, posters, flyers or banners or similar item is permitted.
4. No non-resident employees shall be permitted. Full time resident operator only. No more than 25% of the gross floor area to be used for home occupation.
5. Parking shall only be allowed in the driveway and shall not create hazards or street congestion. For zoning R1-43 and less, no truck or van with a payload rating of more than one (1) ton shall be parked onsite.
6. Deliveries and pickups shall occur only between 8:00 a.m. and 8:00 p.m. Monday-Saturday and shall not block traffic circulation.
7. Home occupation must conform to all applicable state and county statutes, town ordinances and regulations. Home occupations must conform to Performance Standards set forth in Section 9, Table 6.8-1.
8. Applicant must demonstrate that public facilities and utilities are adequate to safely accommodate equipment used for the home occupation.
9. Permits must be obtained before operating home based occupation.

If you have further questions regarding Home Occupations, please call the Town of Queen Creek Community Development Department at (480)358-3003.

I HAVE READ AND AGREE TO THE ABOVE TOWN OF QUEEN CREEK HOME OCCUPATION REGULATIONS.

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