

FILE # \_\_\_\_\_

DATE: \_\_\_\_\_

**APPLICATION FOR ZONING COMPLIANCE**

**City of Lancaster, Pennsylvania**

120 North Duke Street • P.O. Box 1599 • Lancaster, Pennsylvania 17608-1599

Telephone (717) 291-4736 • Fax (717) 291-4721

APPLICANT

Name: \_\_\_\_\_

Home Mailing Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

PROPERTY

Property Address: \_\_\_\_\_

Zoning District: \_\_\_\_\_ HARB: Yes \_\_\_ No \_\_\_ ECPRC: Yes \_\_\_ No \_\_\_

Owner Name: \_\_\_\_\_

Owner Address: \_\_\_\_\_

DESCRIPTION OF USE

Use Category: \_\_\_\_\_

Type of Product/Service: \_\_\_\_\_

Square Footage of Use/Space: \_\_\_\_\_

Previous Use: \_\_\_\_\_

*I, \_\_\_\_\_, the undersigned, certify that the information I have provided for this Application for Zoning Compliance is true and correct. In addition, I agree to comply with all terms and conditions of applicable City Codes and Approvals.*

\_\_\_\_\_  
Applicant/Authorized Agent

\_\_\_\_\_  
Date

**OFFICIAL USE ONLY**

Zoning Compliance \_\_\_ No Impact Home Occupation \_\_\_ General Home Occupation \_\_\_

Zoning Hearing Board Appeal No. \_\_\_\_\_ Fee **\$50** \_\_\_\_\_

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

## HOME OCCUPATION

Definition – Any nonresidential use conducted for gain or support within a dwelling or structure accessory to the dwelling, as provided for in Article 5, and carried on by occupants thereof, which use is clearly incidental and secondary to the use of the dwelling as a dwelling unit and does not change the residential character thereof.

### Conditions of Approval:

A *Certificate of Zoning Compliance* for a **No Impact Home Occupation** shall not be issued unless the following conditions are met:

- 1) The activity shall be operated solely by the occupants of the dwelling;
- 2) Not more than 25% of the gross floor area of the dwelling shall be devoted to the activity;
- 3) There shall be no sale of commodities on the premises;
- 4) There shall be no external evidence of the activity, nor any changes to the exterior of the dwelling because of the activity;
- 5) The activity shall be limited to office or other low-key activities, including but not limited to telephone and computer work, sewing, and arts and crafts;
- 6) The activity shall not involve visits by clients, customer, sales representative, student, or others;
- 7) The activity shall create no noticeable noise, odors, dust, smoke or vibrations, or objectionable refuse;
- 8) The activity shall not require the delivery of commodities at a frequency in excess of one per week;
- 9) No commercial vehicle shall be stored on the premises nor parked in the public right-of-way; and
- 10) No accessory building shall be used in whole or part.

A *Special Exception* for a **General Home Occupation** shall not be granted unless the following conditions are met:

- 1) The activity shall be operated by the occupants of the dwelling with the assistance of not more than one employee;
- 2) One off-street parking space shall be provided on the premises for the employee;
- 3) Not more than 25% of the gross floor area of the dwelling shall be devoted to the activity;
- 4) There shall be no sale of commodities on the premises;
- 5) There shall be no external evidence of the activity except for one sign as provided in Article 9;
- 6) The activity shall create no objectionable noise, odors, vibrations, dust, smoke or refuse;
- 7) The activity shall not generate an unreasonable flow of pedestrian or vehicular traffic, including delivery vehicles;
- 8) No commercial vehicles shall be parked in the public right-of-way nor stored on the premises except in a garage, provided that the required parking for the occupants' personal vehicles(s) is not eliminated;
- 9) The Zoning Hearing Board shall determine the need for additional parking spaces;
- 10) The activity shall not occur within the vehicle storage area of any garage and shall in no way prevent or interfere with the parking of vehicles in a garage.

For information, call:  
Mr. Walter Siderio, Zoning Officer – (717) 291-4736