

GUIDELINES FOR HOME OCCUPATIONS IN COPPELL

As a growing community, we are aware that most businesses are not compatible with and should not be located in residential areas. This is one of the reasons the City has designated areas for businesses such as retail, commercial, office, and industrial zoned categories; and other areas are exclusively zoned for residential uses.

The City of Coppell realizes, however, that there are some businesses or occupations that operate on such a small scale that they do not cause a problem to the surrounding neighborhood. Such occupations are considered as Home Occupations and are permitted in residential areas under the regulations of the Comprehensive Zoning Ordinance as *Home Occupations*.

The purpose of our Home Occupation Ordinance is to ensure the compatibility of home occupations with other uses permitted in the residential districts; and to maintain and preserve the character of residential neighborhoods.

Home Occupation: A business occupation or activity conducted within a residential dwelling unit by the resident thereof, and which shall have the following characteristics:

- 1. The activity shall employ only members of the immediate family of the resident of the dwelling unit;***
- 2. There shall be no external evidence of the occupation detectable at any lot line, said evidence to include advertising signs or displays, smoke!, dust, noise, fumes, glare, vibration, electrical disturbance, storage of materials or equipment.***

or traffic or parking of vehicles in a manner evidencing the conduct of a business;

- 3. Said home occupation shall not have a separate entrance for the business and shall not include appointed visits by the general public.***

Any business, occupation or profession conducted within a dwelling unit and which does not meet the aforesaid characteristics shall be construed to be a commercial activity and shall therefore be cause for the City of Coppell to order a cease to all such activity within said dwelling unit.

The purpose of this pamphlet is to provide some guidance in individual Circumstances. We have listed several questions which are commonly asked of the Planning Department.

IS THE OCCUPATION AN INCIDENTAL AND SECONDARY USE TO THE USE OF THE DWELLING AS A RESIDENCE?

- If the home occupation requires more than one room, then it is likely that the occupation is not a secondary use, therefore, the use would not be allowed by ordinance.

IS THE OCCUPATION OPERATED WITHIN THE MAIN STRUCTURE?

- The occupation cannot be operated outside of the main structure, and materials cannot be stored outside the main building, in the yard, or in a detached garage or shed. An additional room cannot be constructed to operate the occupation.

CAN SIGNAGE BE USED IN ORDER TO ADVERTISE THE BUSINESS?

- There shall be no advertising, display, or other indications of a home occupation on the premises.

MAY I HIRE ADDITIONAL PERSONS AS EMPLOYEE?

- There shall be no on-site employment or use of labor from persons who are not bona fide residents of the dwelling unit.

IS THE OCCUPATIONAL USE DETRIMENTAL TO THE ENJOYMENT OF ADJOINING NEIGHBORS?

- If the home occupational use causes smoke, an increase of traffic, or objectionable noise, then the use shall not be permitted.

ARE THERE ANY USES THAT ARE SPECIFICALLY EXCLUDED?

- A number of uses including contractor shops, automobile repair, barber shops and beauty shops, are not considered as home occupations. Other uses specifically excluded are medical offices or similar office operations that depend on extensive client traffic to the premises. If your home occupation requires more than one or two visits a day from your clients, then it probably would not be considered as a home occupation

WHO HANDLES VIOLATIONS OF THE HOME OCCUPATION ORDINANCE?

- All complaints of suspected violations of the Home Occupation Ordinance will be handled through the Building Inspection Department. An inspector will investigate the matter and if it is determined that the home occupation is considered as a nuisance, the property owner will be notified of the suspected violation. The property owner will be given a time period in which to correct the violation. Under most circumstances, normal violations can be resolved in this manner. If the violations continue, then a case will be

filed in municipal court.

Some violations of the home occupation ordinance are of such a nature (i.e. they are sporadic or very minor) that it is not possible for the city staff to verify the complaint. In a situation such as this, the city staff will work with all affected property owners to resolve the problem. However, if the matter cannot be resolved it will be necessary for the complainant to file a formal complaint with the City Attorney.

For More Information Contact: Coppell
Planning Department City Hall
255 Parkway Blvd. (972) 304-3678

State Regulations and Licensing is
available at

<http://www.texasonline.com/portal/tol/en/bus/1/1>