



CITY OF KUNA
P. O. BOX 13
KUNA. ID 83634

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APPLICATION FOR BUSINESS LICENSE FOR HOME OCCUPATIONS

Kuna City Code 5-1-6-2 defines a Home Occupation as *“An activity, profession, or craft carried on entirely within a residence by the occupants, which activity is clearly incidental to the use of said residence as a dwelling and does not change the residential character thereof, is conducted in such a manner as to not give any outward appearance of a business in the ordinary meaning of the term, so located and conducted that the average neighbor, under normal circumstances, would not be aware of its existence other than for a nameplate as permitted, and which does not infringe upon the rights of neighboring residents to enjoy a peaceful occupancy of their homes.”*

Must Comply with Kuna City Code 5-5-5-K for Home Occupations

To help us determine if you qualify for a Home Occupation Permit, please answer the following questions:

YES NO

Is the home occupation clearly minor and secondary to the use of the property for dwelling purposes?

Will the home occupation be conducted entirely within the dwelling or accessory structures?

Do you propose to have an employee?

Does the total of all space within the buildings devoted to one or more home occupations exceed 25%?

Does the home occupation involve storage, repair, milling or manufacture of highly combustible materials or internal combustion engines?

Does the dimension, power rating or weight of equipment and tools used in the conduct of the home occupation exceed that of normal household equipment and tools?

Will the home occupation cause a need for additional parking? Will there be additional traffic?

Will the home occupation cause any unsightliness or emission of odor, dust, smoke, noise, glare, heat, vibration or similar disturbances to the outside of the dwelling or accessory building used for the home occupation?

Does the activity of the home occupation change the residential character or appearance of the dwelling?

Will any of the items produced or repaired on the premises be displayed or stored so as to be visible from the exterior of the building?

Will any article be sold or offered for sale on the premise, except such as is produced by the occupants on the premise?

Do you understand that **signs** and **/or structures are not allowed** at this location?

APPROVALS

Planning & Zoning Department _____ **Date**

Present Zoning: _____ **Proposed Zoning:** _____

Kuna Rural Fire District _____ **Date**

Central District Health Department _____ **Date**

Mayor _____ **Date**

Comments: _____ **Date**

Date Fee Paid and Receipt No.: _____

INSTRUCTIONS FOR PROCESSING OF BUSINESS LICENSE APPLICATION

Kuna City Code Section 3-4-1 provides:

“LICENSE REQUIRED: No person shall operate, conduct or engage in any trade, business, profession or vocation within the city without first having obtained a license therefor from the director or city clerk. Such license shall be issued upon payment of the fees hereinafter specified and upon the applicant’s compliance with the applicable provisions of this title. All licenses shall be a personal privilege of the holder thereof and except as expressly provided herein, shall become void if the holder shall cease to personally supervise, conduct and operate the trade or business for which such license has been issued. No license fee or any part thereof shall be refunded even though the licensee may fail to operate for the period named therein or any portion of such period.”

Procedure:

1. Complete “APPLICATION FOR BUSINESS LICENSE” form. Obtain signature(s) by the Kuna Planning and Zoning Department, the Kuna Rural Fire District and the Central District Health Department, if necessary (food service establishments only).
2. File completed Application at Kuna City Hall and pay license fee of \$2.50.
3. Receive receipt from City staff for fees paid.

Once the above steps have been completed, the City Council will review the Application at its next regular City Council meeting for final approval.