

# A Citizen's Guide to Home Occupation



A Home Occupation is a business that is conducted out of a person's home. The City of Minnetonka regulates home occupations to maintain the residential character of our neighborhoods. The City classifies home occupations into two types: **accessory use** and **conditional use**.

## ACCESSORY USE HOME OCCUPATIONS

Home occupations which are clearly secondary to the residential use and do not change the residential character of the site are allowed if the following conditions and items are met:

- Only limited retail sales or service activities may occur.
- No exterior evidence of an

occupation may exist. This includes outside storage of equipment, supplies, commercial vehicles, etc.

- Exterior signage cannot be used and any inside signage cannot be visible from the outside. This includes any free-standing sign or signage placed on the residence, fences, vehicles, or other outside structures.
- Noticeable increases in traffic and on-site parking cannot take place. This includes customer traffic, deliveries, and pick-ups.
- Significant increases in noise, air, light, or other pollution cannot occur.
- Only persons who reside in the dwelling may be employed in the business.

## CONDITIONAL USE PERMIT HOME OCCUPATIONS

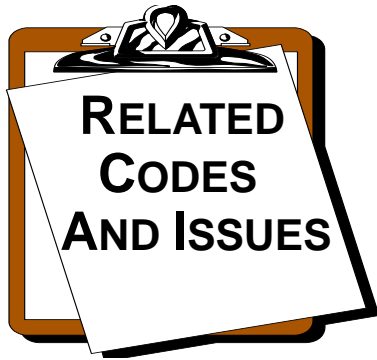
If a resident wishes to operate a home business beyond the requirements of an **accessory use home occupation**, such as having an outside employee (an employee who does not live at the site) or having one commercial vehicle,

he/she must obtain a **conditional use permit (C.U.P.)**.

The following procedures must be followed to obtain a C.U.P. for a home occupation. **Please allow at least 75 days to complete the C.U.P. process.**

- Submit a C.U.P application and application fee to the planning division.
- The planning commission will hold a public hearing and make
- a recommendation to the city council.
- The city council will either approve or deny the request. Only if the C.U.P. is approved, may you operate the home occupation.

**As part of the C.U.P. approval process, conditions may be required which are specific to the particular site. These conditions must be adhered to in order to maintain the C.U.P.**



Other state and local codes may apply to a home occupation. The most common issues, which arise include the following:

- **Before** performing any building, plumbing, electrical, or mechanical work to a home or structure, permits must be obtained from the City.
- Business involving food/beverages, massage services, pet sales, lodging, swimming pool operations, or tattoo operations must be approved by the environmental health division.  
*(Some of these business types are restricted from residential areas.)*
- Storage or handling of chemicals, explosives, or combustible materials must be approved by the building and fire departments.
- Vehicle storage is restricted as

follows: no more than four vehicles stored outside on the property, vehicles parked in the front yard must be placed on a paved or graveled surface, vehicles must be owned and registered by an occupant of the property, and vehicles cannot be licensed as weight classifications G through T.

- The frequent driving of vehicles across lawns or other areas, which causes wear or erosion, is prohibited. Questions and permits for driveways are handled by the city engineering department.
- Garbage cans, commercial refuse bins, or similar waste receptacles must be stored in an enclosed area out of public view, except on the night before and day of collection.

(Please refer to the City brochures-“Parking, Nuisance, and Noise Regulations” and “Lawn and Landscape Management” for more information regarding property maintenance standards).

The specific requirements for a home occupation are dependent on the type and operation of the

business. ***Therefore, before establishing a home occupation, consult the planning division to determine the classification, the requirements which apply, and to obtain application materials.***

**City of Minnetonka  
Planning Division  
personnel can  
be reached at:**

952-939-8290  
Monday through Friday  
8:00 a.m. to 4:30 p.m.