INDIAN WELLS
CALIFORNIA

# BUSINESS LICENSE APPLICATION

(Businesses within City Limits-**HOME OCCUPATION**)

44-950 Eldorado Drive,
Indian Wells, CA 92210
T: (760) 346-2489 F: (760) 346-0407
licensing@indianwells.com

PLEASE **TYPE** OR **PRINT CLEARLY**

| |
|---|
| Business Name: |
| Owner Name: |
| Business Address: |
| City, State, Zip: |
| Mailing Address: |
| City, State, Zip: |
| Business Phone: Email: |
| Type/Description of Business: |
| Ownership: ◯Corporation ◯ Sole Proprietor ◯Partnership ◯Limited Partnership ◯LLC ◯Trust |
| Federal Tax ID (FEIN): State Tax ID (SEIN): Resale: |
| Standard Industrial Classification Code (SIC): https://www.osha.gov/data/sic-search |

## CONTRACTOR INFORMATION (if applicable)

**Please provide your State License Number below & a copy of your State Contractors Card with this application.**

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|---|
| State Contractor No.: Classification: Expiration Date: |

## EMERGENCY CONTACT INFORMATION

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|---|
| Name: |
| Address: |
| City, State, Zip |
| Phone/Cell: |
| Email: |

## REQUIRED INFORMATION

APPLICANTS FOR HOME OCCUPATIONS MUST COMPLETE THE FOLLOWING: HOME OCCUPATIONS MUST CONFORM WITH THE RULES AND REGULATIONS OF SECTION NO. 5.01.060 OF THE INDIAN WELLS MUNICIPAL CODE. A HOME OCCUPATION IS A BUSINESS ACTIVITY CONDUCTED AS AN ACCESSORY USE IN A RESIDENTIAL DWELLING FOR THE PURPOSE OF PROFIT.

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| Name of occupants residing in the dwelling to be involved in business: |
| Describe mechanical/electrical equipment necessary to conduct business: |
| Material of products used and manner of delivery to business: |
| How are contacts made with clients and/or employee not authorized on premises? |
| Square Footage of usable floor area in residence (excluding garage): |
| Location and square footage of area used by business (i.e. bedroom/den): |

## HOME OCCUPATION LICENSE FEES

Home Occupation Fee $369.34 +City Tech Fee $17.36 + *Mandatory State Fee $4.00

**Total Amount Due: $390.70**

## WORKERS COMPENSATION DECLARATION

○ I have and will maintain a certificate of consent to self-insure for worker's compensation, as provided by Section 3700, for the duration of any business activities conducted for which this license is issued.

○ I have and will maintain worker's compensation insurance as required by Section 3700, for the duration of any business activities conducted for which this license is issued.

Policy No.: _____ Carrier:_____ Exp.:_____

○ I certify that in the performance of any business activities for which a Business License is issued, I shall not employ any person in any manner so as to become subject to the Worker's Compensation Laws of the State of California, and agree that if I should become subject to the Worker's Compensation Provisions of Section 3700 of the Labor Code, I will provide the City with a Policy or Certificate within (10) days of the change in requirement.

I hereby affirm under penalty of perjury, one of the above declarations:

Applicant Signature: _____ Date: _____

**WARNING: Failure to secure Worker's Compensation coverage is unlawful and shall subject an employer to criminal penalties and civil fines up to $100,000, in addition to the cost of compensation damages as provided for in Section 3706 of the labor code, interest and attorney fees.**

## APPLICANT STATEMENT

I have read and understand the requirements of a Home Occupation Business License and do hereby agree to comply with the conditions stated below and all provisions of the Indian Wells Municipal Code Section 5.01.060 Home Occupation and to limit activities to the business described by me above. I also understand that any violation of the regulations governing a Home Occupation Business License will be sufficient reason for revoking the License.

Authorized Signature: _____ Date: _____

Print Name: _____ Date: _____

## * SENATE BILL (SB 1186)

On September 19, 2012, Governor Brown signed into law Senate Bill 1186, which adds a state fee of $1.00 on any applicant or renewal for a local business license beginning January 1, 2013.
On January 1, 2018 through December 31, 2023, this fee was increased from $1.00 to $4.00.
Additionally, SB1186 requires the following information to be given:

Notice: Under federal and state law, compliance with disability access laws is a serious and significant responsibility that applies to all California building owners and tenants with buildings open to the public. You may obtain information about your legal obligations and how to comply with disability access laws with the following agencies:
-The Division of the State Architect at www.dgs.ca.gov/dsa/Home.aspx
- The Department of Rehabilitation at www.rehab.cahwnet.gov
- The California Commission on Disability Access at www.ccda.ca.gov

**THE FOLLOWING IS AN EXCERPT FROM THE INDIAN WELLS MUNICIPAL CODE SECTION 5.01.060 OUTLINING THE CONDITIONS PERMITTING A HOME OCCUPATION:**

(1) The use of the dwelling unit for a home occupation shall be an incidental and accessory use and shall not change the principal character of the dwelling unit and shall be compatible with surrounding residential uses.

(2) Not more than twenty-five percent (25%) of the floor area of the main dwelling unit, nor more than one (1) room of the main dwelling shall be used in the conduct of the home occupation. A home occupation may be conducted in a detached structure that is appurtenant to the main dwelling if the detached structure is fully conforming under all building and zoning regulations. The home occupation may be conducted in the garage to the dwelling unit but shall not use any space required for off-street parking. If a detached structure or garage is used for a home occupation, then no other room located in the main dwelling may be used for any home occupation.

(3) The home occupation shall be performed or conducted in a fully enclosed structure. There shall be no work performed outside the enclosed structure, nor shall there be any storage or display which is visible from outside the structure.

(4) Only the occupants of the dwelling unit may perform work on the premises in the home occupation.

(5) Electrical or mechanical equipment which creates visible or audible interference in radio, television, or telephone or causes fluctuations in line voltage outside the dwelling unit shall be prohibited.

(6) The home occupation shall not create noise, odors, or other nuisances in excess of that normally associated with a residential use.

(7) The home occupation shall not be conducted in a manner which generates additional traffic (vehicle or pedestrian), parking demand, or vehicular deliveries other than that associated with normal household uses.

(8) The appearance of the dwelling structure shall not be so altered, nor shall the conduct of the occupation within the structure of such, that the structure may be reasonably recognized as serving a nonresidential use (either by color, materials or construction, lighting, signs, sounds or noises, vibrations, etc.).

(9) No commercially licensed vehicle used primarily in the conduct of the business or vehicle with signage labeling it as a vehicle used in the business shall be parked or stored on the public street nor anywhere on the subject property other than in the enclosed garage or screened space designated for off-street parking.

(10) There shall be no process, procedure, substance, or chemical used which is hazardous to public convenience, health, safety or general welfare or that changes the fire safety or occupancy classifications of the residence.

(11) There shall be no mechanical equipment, material, or other substances or objects used in the home occupation which are not customarily used in a residence.

(12) There shall be no sales or displays of goods on the premises or outdoor display of equipment, materials or supplies related directly or indirectly to the home occupation activity.

(13) Noise emanations shall not exceed fifty-five (55) dBA, measured at the property lines of adjoining occupied parcels.

(14) There shall be no advertising or promotional banners, flags associated with the business or signs displayed which would be visible from outside the dwelling unit, and there shall be no advertising using the home address. This is not intended to exclude the display of the American flag per Section 21.90.070(b).

(15) No commercial vehicles can be used to deliver materials or remove materials from the premises other than is customarily seen in a residential community.