

**Town of Hillsborough**  
**Municipal Code Excerpts for Home Businesses**  
**(Provisions for Home Business)**

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The Hillsborough Municipal Code contains the following provisions for Home Businesses:

- A. A home business is one that is conducted from a resident's dwelling in the town and provides goods or services for compensation, including but not limited to, the services performed by sales representatives; provided, however, that a home business does not include activities conducted in the resident's dwelling that are merely incidental to a business that is conducted outside of town.
- B. Home business shall be allowed upon issuances of a home business permit by the town, when that use conforms to **all of the following standards**:
  - 1. The use is clearly incidental and secondary to the use of the dwelling for dwelling purposes;
  - 2. The use is conducted entirely within the dwelling, and there is no ongoing external evidence of business activity;
  - 3. The use does not change the character of the dwelling or adversely affect the basic character of the Residence District as described in Section 17.16.020 or adversely affect the other uses permitted in the Residence District;
  - 4. There are no signs or structures anywhere on the Premises (as defined below) or otherwise in town which advertise, identify, or otherwise relate to the home business;
  - 5. The home business does not cause pedestrian or vehicular traffic or the parking of vehicles either on the real property on which the dwelling is located or on public or private streets or sidewalks adjacent to the premises in numbers or volumes which exceed that which is usual in the town at comparable dwellings where there is no home business;
  - 6. The entrance to the space devoted to the home business use is from within the dwelling and no internal or external alterations, or construction features not customary in dwellings, are installed or used because of, conjunction with, or to facilitate the home business use of the dwelling;
  - 7. No vehicle having any commercial marking related to the home business is parked on any street, highway, parking strip or other right-of-way in the town;
  - 8. The home business does not result in the emission from the dwelling of (i) radiation which results in interference with the reception or transmission of radio, television, or telephone signals or signals or any other similar device used by residents in their dwellings, (ii) noise, (iii) dust, (iv) smoke, (v) odor, (vi) fumes, or (vii) any other substance that poses a risk to the health or well-being of any resident of the town;
  - 9. The home business complies with all applicable federal, state, and local laws and regulations.
- C. It shall be the responsibility of any resident conducting a home business to file an application for a home business permit with the Finance Department on the application form provided, together with the annual permit fee in such amount as shall be set from time to time by resolution of the City Council (the annual permit fee shall not be refundable nor shall it be prorated). Such permit shall be valid for up to twelve (12) months and shall be renewed annually by June 30 of each year.
- D. The following shall be deemed prima facie evidence of the conduct of a home business in the town:
  - 1. Signs, circulars, cards, letters, invoices, telephone book listings, mention in the media, paid advertising, and similar items, representing that a business is located in the town.
  - 2. The issuance of a license or permit by a governmental agency other than the town indicating that a business is located in the town.
  - 3. Storage of commercial quantities of merchandise or materials on the Premises or storage on the Premises of items that are commercial in nature and not related to the use of the dwelling as a single family residence.
- E. The violation of any provisions of this Section of the Municipal Code shall be an infraction, punishable as set forth in Chapter 1.08, which sets forth the schedule of fines for infractions.