

visit our
VIP Portal



Citizen Guide For
Home Occupation

LAUNCHING YOUR HOME-BASED BUSINESS

PROCESS

Home occupations require a permit to verify that the proposed use complies with all of the applicable zoning code requirements, which may include building and fire codes.

The following information is needed for a Home Occupation Permit

- **Project Narrative:** (outline your business activities, including services offered and how they will be conducted).
- **Floorplan:** (show the home layout and the area designated for your business).

Permit Fees:

- \$112 per hour, average review is 1-2 hours.

This does not eliminate any other county, state, or federal licensing or permitting requirements. There might be other regulations to consider. Residents should also verify with their respective homeowner association (HOA) for their guidelines and regulations.



To apply for a Home Occupation permit, please visit our VIP Portal.

QUESTIONS?

If you have any questions or need additional information, please contact



Development Services
(520) 316 - 6920



[www. Maricopa-AZ.gov](http://www.Maricopa-AZ.gov)
Development Services



39700 West Civic Center Plaza
Maricopa, AZ 85138



The City of Maricopa Development Services Department is here to support you in launching your home-based business! We've compiled some helpful tips below to assist you in this process. After reviewing them, please don't hesitate to reach out to us—we're ready to guide you every step of the way!

CITIZEN GUIDE

Our zoning regulations help organize and regulate land uses in a way that promotes orderly development, supports community needs, and protects property values. Overall, zoning helps create safe, functional, and attractive neighborhoods while balancing the needs of our community. By accommodating home occupations, we can support a more dynamic and resilient local economy while maintaining the safety and character of our neighborhoods. All home occupations must obtain a permit from the City prior to operation.

The overview presented here is intended for informational purposes only and does not constitute all requirements. Additional requirements apply depending on the specific use. Please consult with the Development Services Department.

WHAT IS HOME OCCUPATION?

A professional activity or use which is clearly a secondary use of a residential dwelling unit, and which does not alter the exterior of the property or affect the residential character of the neighborhood.

Examples of permitted uses:

- Services: hairdresser, dressmaking, handicrafts, tailoring, home cooking, baking
- Education/Childcare: microschoools, daycares *occupancy limitations apply, Please contact Development Services for consultation
- Office/Studio: accountant, planner, architect, surveyor, artist, attorney

Uses not permitted:

- Firearms manufacturing/storage/on-site sales
- Medical marijuana dispensaries or commercial cultivation or medical marijuana infusion
- The repair, reconditioning, servicing or manufacture of any internal combustion or diesel engine or of any motor vehicle, including automobiles, trucks, motorcycles, and boats
- Drop-off, repair, fix-it, or plumbing shops
- Kennels, storage, caring, or grooming of animals

ZONING REGULATIONS

Home occupations shall be operated in compliance with the following zoning regulations:

- Zoning District: Home occupations are permitted in zoning districts that contain residential housing
- Incidental/Secondary: The home occupation must be clearly incidental and secondary to the principal use as a residence by the person conducting the occupation
- Exterior: No exterior evidence of the home occupation; all equipment, supplies and materials used in business must be stored inside home or in attached carports/garages
- Floor Area: A home occupation shall not occupy more than 25% of the total floor area in the principal building and any accessory building on the lot
- Signage: No sign visible from a street *Except for approved live/work units in mixed-use zoning districts
- On-Site Employees: No more than two persons shall be employed or work on site, excepting occupants of the dwelling who are members of the resident family. However, with approval of a conditional use permit, one additional employee may be allowed if the planning and zoning commission determines that there would be no adverse impacts on the immediately adjoining neighborhood in addition to the other required findings
- Merchandise: A salesroom or display window is prohibited
- Storage: Storage related to the home occupation must be confined to the interior of the dwelling or accessory building. No hazardous materials storage is allowed
- Traffic and Parking: The home occupation shall not generate more than five additional daily trips related to the business (e.g., deliveries and drop-off), on average over a work-week, nor require additional off-street parking spaces for delivery of materials or supplies to or from the premises.

