



Guide to

Home Occupation Application Types

A Home Occupation is a commercial activity located within a dwelling and/or accessory structures that is operated by a full-time resident of the property. The business operator must live full-time in the registered dwelling on the property and is the person responsible for strategic decisions and day-to-day operations of the business.

Multnomah County Code (MCC) provides three pathways for approval of a home occupation based on the location, scope, and scale of the business (e.g., the square footage occupied on-site, the number of employees, and the frequency of daily customer visits). The table below outlines the key differences between the three levels of home occupations.

Key Differences Between Home Occupation Types

Feature	Type A Refer to MCC 39.8800 for additional details	Type B Refer to MCC 39.8850 for additional details	Type C Refer to MCC 39.7405 for additional details
 Maximum floor area the business can occupy	20% of the total gross floor area of the dwelling and attached garage, or 500 ft² , whichever is less	25% of the total gross floor area of the dwelling, attached garage and accessory buildings, or 1,000 ft² , whichever is less	35% of the total gross floor area of the dwelling, attached garage and accessory buildings, or 1,500 ft² , whichever is less.
 Maximum number of employees	No more than one <u>non-resident</u> employee	No more than one <u>non-resident</u> employee	5 employees
 Maximum number of customers on site at a time	2 customers	2 customers	None stated in code.
 Maximum number of customer visits in a day	8 customer visits/day	20 vehicle trips/day*	40 vehicle trips/day*
Application Type	Type I	Type II	Type III

If your commercial use does not meet the criteria for any of the Home Occupation types listed above, please review the permissible uses in your property's base zone to determine if there is a separate process for seeking business approval.

*Trips include those made by customers, delivery service providers, and employees.



Prohibited Home Occupations

- Outdoor storage
 - Motorized vehicle repair or assembly
 - Dispatch center
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Type A

Refer to **MCC 39.8800** for additional details

- Reviewed through the Type I application process (Zoning Plan Review application). Application review and approval generally takes up to 30 days.
 - No signage allowed.
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Type B

Refer to **MCC 39.8850** for additional details

- Reviewed through the Type II application process.
 - Applicant must request, schedule, and attend a Pre-File meeting before submitting an application.
 - Application review includes a 2 week opportunity to comment period.
 - Type II applications are issued within 150 days of being deemed complete.
 - Renewal Required: Approvals must be renewed every three years, or the approval will expire. Please submit your renewal (Type II Application) prior to your expiration date.
 - One sign attached to the building used for business is allowed. Refer to MCC 39.8850(A)(6) for sign details.
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Type C

Refer to **MCC 39.7405** for additional details

- Reviewed through the Type III application process.
 - Applicant must request, schedule, and attend a Pre-Application meeting before submitting an application. Pre-Application meetings are noticed to neighbors.
 - Application review includes a 2 week opportunity to comment period.
 - Final application approval is given by a Hearings Officer.
 - Type III applications are issued within 150 days of being deemed complete.
 - Renewal Required: Approvals must be renewed every three years, or the approval will expire. Please submit your renewal (Type II application) prior to your expiration date.
 - One freestanding or fascia sign is allowed. Refer to MCC 39.7405(A)(6) for sign details.
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Note: A home occupation does not run with the land and is not transferred with ownership of the land. The home occupation automatically expires if the business owner ceases to reside full-time in the registered dwelling unit.