

BOROUGH OF BELLEVUE

537 Bayne Avenue Pittsburgh, PA 15202

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Home-Based Business Request

Date of Request: _____

Property Information: (Please Print)

Property Address: _____

Owner(s) Name(s): _____

Phone: _____ Cell: _____ Email: _____

Parcel ID: _____ Occupancy Type: _____ Zoning District: _____

Applicant Information:

Name: _____

Address: _____

Phone: _____ Cell: _____ Email: _____

Business Name: _____

Description of Your Business:

Total Floor Area of Dwelling: _____ sq ft

Total Floor Area For Home Based Business: _____ sq ft (cannot exceed 25% of habitable floor area)

Questions:

YES NO

Will you have customers or clients visit your place of business?

If yes, how often _____

How many employees, other than yourself, will you have on site? _____

Will you have non-family employees on site?

	YES	NO
Will you have non-family volunteers on site?	<input type="checkbox"/>	<input type="checkbox"/>
Will you have independent contractors on site?	<input type="checkbox"/>	<input type="checkbox"/>
Will you have deliveries made and picked up at your site?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, how often _____		
Will you conduct direct sales of products or services on site?	<input type="checkbox"/>	<input type="checkbox"/>
Will you have a display room or area?	<input type="checkbox"/>	<input type="checkbox"/>
Will you be stocking inventory on the premises?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, explain _____		
Will you be using any equipment that creates noise, vibrations, glare, fumes or odors?	<input type="checkbox"/>	<input type="checkbox"/>
Do you plan to alter your floorplan to accommodate your business?	<input type="checkbox"/>	<input type="checkbox"/>
Does your business require a license or permit from any Federal, State or County agency?	<input type="checkbox"/>	<input type="checkbox"/>
Will you erect a sign?	<input type="checkbox"/>	<input type="checkbox"/>
How will you advertise your business? _____		

What are your days and hours of operation?	Starting Time	Ending Time
Sunday	_____ am/pm	_____ am/pm
Monday	_____ am/pm	_____ am/pm
Tuesday	_____ am/pm	_____ am/pm
Wednesday	_____ am/pm	_____ am/pm
Thursday	_____ am/pm	_____ am/pm
Friday	_____ am/pm	_____ am/pm
Saturday	_____ am/pm	_____ am/pm

Additional Information:

1. A floor plan with dimensions and a site plan with dimensions must be submitted with this application. The site plan must indicate the locations of off-street parking spaces.
2. The applicant must provide written permission from the owner of the property in order to conduct a Home-Based Business on the premises.

Avalon-Bellevue-Ben Avon Joint Zoning Ordinance

Home-Based Business, No Impact:

A business or commercial activity administered or conducted as an accessory use which is clearly secondary to the use as a residential dwelling and which involves no customer, client or patient traffic, whether vehicular or pedestrian, pickup, delivery or removal functions to or from the premises, in excess of those normally associated with residential use. The business or commercial activity must satisfy the following requirements.

- A. The business activity shall be compatible with the residential use of the property and surrounding residential uses.
- B. The business shall employ no employees other than family members residing in the dwelling.
- C. There shall be no display or sale of retail goods and no stockpiling or inventory of a substantial nature.
- D. There shall be no outside appearance of a business use, including, but not limited to, parking, signs or lights.
- E. The business activity may not use any equipment or process which creates noise, vibration, glare, fumes, odors or electrical or electronic interference, including interference with radio or television reception, which is detectable in the neighborhood.
- F. The business activity may not generate any solid waste or sewage discharge, in volume or type, which is not normally associated with residential use in the neighborhood.
- G. The business activity shall be conducted only within the dwelling and may not occupy more than 25% of the habitable floor area.
- H. The business may not involve any illegal activity.

Home Based Business, Other:

A business carried on entirely within a building whose principal use is a single-family dwelling but does not meet the requirements of a no impact home-based business.