

**LAND USE AND ZONING CERTIFICATE: HOME OCCUPATION**

LDC Section 5.02.00 and Subsection 10.02.06 B.1.f  
Chapter 4 K. of the Administrative Code

The applicant indicated must reside at the address given below to engage in the home occupation described. The applicant is the person in whose name the Business Tax Receipt will be issued to, and the applicant’s signature must appear on this form.

**Provide two (2) of the following forms of verification as a property owner:**

1. Valid Florida Driver’s License or Florida Identification Card: address on ID must match address below.
2. Current FPL/LCEC billing statement: name and address on the statement must match address below.
3. Property Deed.

**Provide the following forms of verification as lessee:**

1. Valid Florida Driver’s License or Florida Identification Card: address on ID must match address below.
2. If ID does not match address below; a valid Lease Agreement or Affirmation of Residency signed by the property owner of record is required.
3. **Notarized** Letter of Authorization to operate the business signed by the Property Owner of record.

**APPLICANT CONTACT INFORMATION**

Name of Applicant(s) \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

**BUSINESS & USE INFORMATION**

Business Name (if any) \_\_\_\_\_ Telephone \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Description of the type of business or use: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**COLLIER COUNTY LAND DEVELOPMENT CODE SECTION 5.02.00 – HOME OCCUPATIONS**

**5.02.01 – Applicability**

Home occupations shall be allowed in any zoning district which permits residential dwellings as a permitted use.

**5.02.02 – Allowable Home Occupation Uses**

There shall be no retail sale of materials, goods, or products from the premises.

**5.02.03 – Standards**

The home occupation shall be clearly incidental to the use of the dwelling for dwelling purposes. The existence of the home occupation shall not change the character of the dwelling.

- A. An allowable home occupation shall be conducted by an occupant of the dwelling
- B. There shall be no on-site or off-site advertising signs.
- C. The use shall not generate more traffic than would be associated with the allowable residential use. To that end, traveling to and from as well as meeting or parking at the residence by either employees of the business operated there from who are not residing at the subject address or by customers or clients of the home occupation is prohibited.
- D. There shall be no receiving of goods or materials other than normal delivery by the U.S. Postal Service or similar carrier.
- E. Parking or storage of commercial vehicles or equipment shall be allowable only in compliance with the requirements for commercial vehicles in the County Code.
- F. The on-site use of any equipment or materials shall not create or produce excessive noise, obnoxious fumes, dust, or smoke.
- G. The on-site use of any equipment or tools shall not create any amount of vibration or electrical disturbance.
- H. No on-site use or storage of any hazardous material shall be kept in such an amount as to be potentially dangerous to persons or property outside the confines of the home occupation.
- I. There shall be no outside storage of goods or products, except plants. Where plants are stored, no more than fifty (50) percent of the total square footage of the lot may be used for plant storage.
- J. A home occupation shall be subject to all applicable County occupational licenses and other business taxes.

*I, the undersigned, hereby affirm that I am the legal owner of the property at the above address or that I have the legal right to conduct the business described above at this address by virtue of my leasehold interest in this property, and that I have read, understand, and agree to abide by the provisions of LDC Section 5.02.00 "Home Occupations".*

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Applicant Signature

Date

**FEE REQUIREMENTS**

Zoning Certificate Review Fee – Home Occupations \$50.00

Please submit the completed application online via the [GMD Public Portal](#).

If you need assistance submitting your application online, please review the [E-Permitting Guide](#).