THE CITY OF AUGUSTA

INFORMATIONAL MEETING AGENDA

THURSDAY, MAY 23, 2019
7:00 P.M.
CITY HALL (COUNCIL CHAMBERS)

A. Items for discussion submitted by the City Council and/or the City Manager:
   1. Medical Marijuana Zoning and Licensing – City Manager
   2. Proposed Zoning - Home Occupations – City Manager
   3. Review of Community Broadband Options – City Manager
   4. Update from Alumni Field Advisory Committee – City Manager

B. Persons wishing to address the City Council who have submitted a formal request in accordance with Section 2-61 of the Code of Ordinances:
   1. John Bell

C. Open comment period for any persons wishing to address the City Council:
City of Augusta, Maine
DEPARTMENT OF DEVELOPMENT SERVICES

MEMORANDUM:

TO: City Council
   William Bridgeo, City Manager
   Kristin Collins, Corporation Counsel

FROM: Matt Nazar, Director of Development Services

DATE: May 20, 2019

RE: Medical Marijuana Caregivers

At last week’s Council pre-meeting a couple of concerns were expressed with the items that Councilors had wanted changed in the proposed ordinance that had not made it in to the version that was on the Business Meeting agenda. To be certain we’ve addressed those concerns, and a couple of potential interpretation concerns we now have, Kristin and I would like the Council to have this opportunity to review the final language before it goes back on the Business Meeting Agenda.

The language below is copied directly from last week’s Business Agenda. We recommend the following changes:

1. Eliminate the definitions for both indoor and outdoor cultivation areas and eliminate the use for indoor cultivation area. The use of outdoor cultivation area had already been eliminated.
2. Clarify that a Medical Marijuana Registered Caregiver can grow, process, manufacture, and sell product in their home in districts where a Medical Marijuana Registered Caregiver is allowed.
3. And clarify that a Medical Marijuana Registered Caregiver (Home Occupation) can grow, process, and manufacture products in their home in districts where a Medical Marijuana Registered Caregiver (Home Occupation) is allowed. But all sales must be by delivery only and all consultations must be off-site.
4. Add the Home Occupation standard into this section of the ordinance.

Those changes are shown in red. Those changes should address the concerns expressed by both Councilor Lind and Councilor Conti, as well as addressing areas we are concerned might create confusion.
WHEREAS, the city finds that regulating medical marijuana businesses is in the best interest of the public; and

WHEREAS, the Planning Board and City Council held multiple public hearing and heard substantial testimony on the topic; and

WHEREAS, the following modifications to the Land Use Ordinance are necessary to ensure careful management of a new industry in the city;

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Augusta, Maine, that the following amendments to the Code of Ordinances, Land Use Ordinance:

Add the following definitions in proper alphabetical order to Section 300-202 (Other Definitions):

- **Medical Marijuana Businesses.** Includes Indoor Medical Marijuana Cultivation Area, Outdoor Medical Marijuana Cultivation Area, Medical Marijuana Testing Facility, Medical Marijuana Manufacturing Facility, Medical Marijuana Registered Caregivers, Medical Marijuana Caregiver Retail Store, Medical Marijuana Registered Caregiver (Home Occupation), and Registered Dispensaries.

- **Indoor Medical Marijuana Cultivation Area.** An indoor area used for medical marijuana cultivation in accordance with state law that is enclosed and equipped with locks or other security devices that permit access only by a person authorized to have access to the area under state law.

- **Outdoor Medical Marijuana Cultivation Area.** An outdoor area used for medical marijuana cultivation in accordance with state law that is enclosed and equipped with locks or other security devices that permit access only by a person authorized to have access to the area under state law.

- **Medical Marijuana Manufacturing Facility.** A registered tier 1 or tier 2 manufacturing facility, as designated by state law, or a person authorized to engage in marijuana extraction under 22 MRS §2423-F.

- **Registered dispensary.** "Registered dispensary" or "dispensary" means an entity registered under 22 MRS §2425-A that acquires, possesses, cultivates, manufactures, delivers, transfers, transports, sells, supplies or dispenses
marijuana or related supplies and educational materials to qualifying patients and the caregivers of those patients.

- Marijuana testing facility. A public or private laboratory that is authorized and accredited in accordance with state law.

- Medical Marijuana Caregiver Retail Store. A location other than the permanent residence of a registered caregiver or a qualifying patient from which a registered caregiver provides marijuana for medical use to a qualifying patient.

- Medical Marijuana Registered Caregiver. A person or an assistant of that person that provides care for a qualifying patient in accordance with state law and licensing and is registered with the state in accordance with state law. A Medical Marijuana Registered Caregiver may operate in a variety of ways including operating one retail store, in accordance with state law and the standards of this ordinance.

- Medical Marijuana Registered Caregiver (Home Occupation). A person or an assistant of that person that provides care for a qualifying patient in accordance with state law and licensing and is registered with the state in accordance with state law and in accordance with the Home Occupation standards of this ordinance. This use shall be delivery-only, with no visits to the Caregiver’s home by patients.

Alter and delete the following definitions to Section 300-202 (Other Definitions):

- Specialized Medical Clinic. A facility that dispenses methadone or medical marijuana to patients. A medical marijuana dispensary may also grow and process the product at the same facility. Typical accessory uses for a medical marijuana dispensary or grow facility may include, but are not limited to, counseling services associated with the medical conditions being treated with medical marijuana, processing and cooking facilities for preparing the marijuana, other treatments for the medical condition being treated with marijuana. In all cases, accessory uses must remain secondary, individually and in aggregate, to the primary use.

- Medical Marijuana Grow Only Facility. A facility that engages only in the growing and processing of medical marijuana in accordance with state law, but does not dispense marijuana. Processing of medical marijuana may include, but is not limited to, the preparation of tinctures, ointments, and food products containing medical marijuana.
Add the following uses to the Land Use Table 300 Attachment 4, in the “BUSINESS” section of the table, as described:

- “Indoor Medical Marijuana Cultivation Area” – Add as a Conditional Use by inserting a “CU” in CB, CC, CD, IA, MED, PD, PD2, RRES, RPDS, RR, RV zoning district columns
- “Medical Marijuana Testing Facility” – Add as a Conditional Use by inserting a “CU” in IA, PD, CC, CD, MED zoning district columns
- “Medical Marijuana Manufacturing Facility” – Add as a Conditional Use by inserting a “CU” in MED, IA, PD, CC, CD zoning district columns
- “Medical Marijuana Caregiver Retail Store” – Add as a Conditional Use by inserting a “CU” in CB, CC, CD, PD zoning district columns
- “Medical Marijuana Registered Caregiver (Home Occupation)” – Add as a Permitted Use by inserting an X in MED, IA, CB, CC, CD, KBD1, KBD2, KL, PD, PD2, RD, RPDS, RR, RRES, RBV, RV, RA, RB1, RB2, RC, RPDS
- “Medical Marijuana Registered Caregiver” – Add as a Conditional Use by inserting a “CU” in MED, IA, CB, CC, CD, KBD1, KBD2, PD, RD, RPDS, RR, RRES, RBV, RV zoning district columns
- “Registered Dispensary” – Add as a Conditional Use by inserting a “CU” in MED, IA, CC, CD, PD zoning district columns

Include new sections in the Land Use Ordinance as follows:

§300-533 Medical Marijuana

This section regulates Medical Marijuana Businesses, as defined, uses within the City of Augusta. The permitting standards outlined here shall be adhered to for all medical marijuana businesses, in addition to other applicable standards in this and other ordinances or state law.

A. Medical Marijuana Businesses shall not locate within 500 feet of Religious Activities, a state licensed daycare of any size, or Educational Services. Measurement shall be from the exterior wall or fence of the Medical Marijuana Business to the property line of the protected use. This section shall not prohibit the activity of a caregiver or other authorized individual from administering medical marijuana to a qualified patient who is located within one of these protected areas.

B. Medical Marijuana Businesses shall not have any odor of marijuana detectible beyond the area controlled by the business, whether that be a lease or owned
area that is a portion or all of a recorded parcel of land. Odors shall be controlled by whatever best-practices exist.

C. Any Medical Marijuana Business that is located in a zoning district where it is not a permitted or conditional use shall discontinue operation in that location by June 30, 2022.

D. Medical Marijuana grown by any Medical Marijuana Business shall be grown indoors only.

E. Medical Marijuana Registered Caregiver and Medical Marijuana Registered Caregiver (Home Occupation) may grow, process, and manufacture medical marijuana products at the registered caregiver’s permanent residence in accordance with state law and their local license.

F. Medical Marijuana Registered Caregiver (Home Occupation) shall meet all license requirements for a home occupation and the additional license requirements for a Medical Marijuana Registered Caregiver (Home Occupation). This use shall be a delivery only operation, with no customers coming to the site for any purpose. All in-person caregiver operations shall be done at the patient’s home or other legal site. See the Home Occupation section of this ordinance for limitations of Medical Marijuana Caregiver (Home Occupations).

§300-534 Marijuana for Personal Use

All marijuana cultivated for personal use under Title 28-B of the Maine Revised Statutes shall be grown on the property where the user is domiciled.
CITY OF AUGUSTA
MEDICAL MARIJUANA BUSINESS LICENSING ORDINANCE

Part 8, Article XI of the City of Augusta Code of Ordinances is hereby amended to add the following language, which shall be known and referred to as the Medical Marijuana Business Licensing Ordinance:

Part 8 Medical Marijuana Businesses

Article XI Licensing

§ 190-99-100 Medical Marijuana Businesses

A. Purpose and Authority

This Ordinance is enacted pursuant to authority granted under 30-A M.R.S. § 3001 and 22 M.R.S. § 2429-D. The purpose of this Ordinance is to set forth procedures and standards for the issuance of local licenses for Marijuana Businesses in order to protect public health, safety and welfare.

B. Definitions

As used in this Ordinance, the terms below shall be defined as indicated. All other terms used in this Ordinance, if not defined below, shall have the same definition as set forth in Section 300-202 of the City Code.

Applicant shall mean a person who has submitted an application for licensure as a Medical Marijuana Business pursuant to this Article.

Licensed Premises shall mean the premises specified in an application for a license pursuant to this Ordinance or within a license issued pursuant to this Ordinance.

Licensee shall mean a person licensed pursuant to this Article.

Local Licensing Authority shall mean the City Clerk or, if referral to the City Council is required pursuant to this Ordinance, the City Council.

Medical Marijuana Business shall include Indoor Medical Marijuana Cultivation Area, Outdoor Medical Marijuana Cultivation Area, Medical Marijuana Testing Facility, Medical Marijuana Manufacturing Facility, Medical Marijuana Retail Store, Medical Marijuana Registered Caregiver (home occupation), or Registered Dispensary.

Owner shall mean a person whose beneficial interest in a Medical Marijuana Business is such that the person bears risk of loss other than as an insurer, has an opportunity to gain profit from the operation or sale of the Medical Marijuana Business and/or has a controlling interest in the Medical Marijuana Business.
**Person** shall mean a natural person, partnership, association, company, corporation, limited liability company or organization, or a manager, agent, owner, director, servant, officer or employee thereof. “Person” does not include any governmental organization.

**Premises** shall mean the physical location at which a Medical Marijuana Business is to conduct its business.

**State License** shall mean any license issued by the State Licensing Authority.

**State Licensing Authority** shall mean the authority created or designated by the State for the purpose of regulating and controlling licensing for Medical Marijuana Businesses.

**C. License Requirement**

Effective **October 1, 2019**, a Medical Marijuana Business shall not begin or continue operations unless it has received and is in possession of a license issued pursuant to this Ordinance. No business other than a Medical Marijuana Registered Caregiver (home occupation) shall be permitted to operate in the City of Augusta prior to October 1, 2019.

**D. Licensing Procedures**

(1) All license applications shall be submitted to the City Clerk in writing using a form prepared by the City for the purpose and must include all information required by this Ordinance and by the form.

(2) Prior to action on a license application, the Clerk shall give public notice of the application by having a sign posted in a conspicuous place on the Premises listed on the license application at least seven (7) days prior to action, and by publication in a newspaper of general circulation in the city of Augusta, as well as on the City’s website, at least seven (7) days prior to action.

(3) The City Clerk shall be responsible for the initial investigation of the application to ensure compliance with the requirements of this Article and to obtain recommendations from other City officials as required.

(4) No license shall be granted by the City Council until the Police Chief, Fire Chief, Health Inspector and Code Enforcement Officer have all indicated no objections regarding the Applicant’s ability to comply with this Ordinance or any other applicable City ordinance or state or federal law enforced by such officials. The City Clerk shall provide a copy of the license application to each official along with a form upon which the official shall note his or her findings and conclusions, as well as any recommended conditions of approval.

(5) The City Council may include any conditions of approval recommended by reviewing officials, as well as any other reasonable conditions deemed in the Council’s discretion to be warranted, on the issued license. Failure of any Licensee to comply with such conditions shall be considered a violation of the license and of this Ordinance.
(6) Licenses shall be approved only for the type(s) of Medical Marijuana Business(es) identified in the application. A Licensee who intends to expand or convert the licensed Premises to a type of Medical Marijuana Business that is not specifically approved in a license must obtain a new license for that use.

(7) Any City official with authority to make recommendations under or enforce this or other municipal ordinances regarding Medical Marijuana Businesses shall have authority to enter the premises of an Applicant or Licensee without notice to make any inspection reasonably necessary to ensure compliance. This inspection authority shall not apply to the City Clerk or City Council.

(8) For renewal licenses, the application and review process shall be the same as for initial licenses, except that the City Clerk shall serve as the licensing authority unless any reviewing official recommends that existing conditions be added to or changed, or that the application be denied, in which case the application will be forwarded to the City Council for final action.

(9) An applicant wishing to appeal a denial or issuance of a renewal license by the City Clerk may do so in accordance with Section 190-6 of the City Code. An applicant wishing to appeal a denial or issuance of a new or renewal license by the City Council may do so by filing an appeal in Superior Court.

F. Application Submission Requirements

Each applicant for a Medical Marijuana Business license shall complete and file an application on the form provided by the City Clerk, together with the applicable license fee as set forth in the schedule of fees approved by the City Council. If multiple types of Marijuana Businesses are to be conducted on a single Premises, the applicant shall pay the application fee for each type of business. The following supporting materials shall also be provided with the application:

(1) A copy of the Applicant’s State License application and supporting documentation, as submitted to the State Licensing Authority.

(2) Evidence of all State approvals or conditional approvals required to operate a Medical Marijuana Business, including, but not limited to, a State License as defined by this Ordinance, a State retail certificate, or a State health license.

(3) If not included in the Applicant’s State License application, attested copies any articles of incorporation, bylaws, operating agreement, partnership agreement or articles of association that govern the entity that will own and/or operate the Medical Marijuana Business.

(4) If not included in the Applicant’s State License application, an affidavit that identifies all owners, officers, members, managers or partners of the Applicant, their ownership interests, and their places of residence at the time of the application and for the immediately preceding three
(3) years. Supporting documents, including but not limited to motor vehicle operator’s license, motor vehicle registration, voter registration or utility bills shall be provided.

(5) A release for each Applicant and for each officer, owner, member, manager or partner of the Applicant seeking a license allowing the City of Augusta or its officials to obtain criminal records and other background information related to the individual.

(6) Evidence of all land use approvals or conditional land use approvals required to operate the Medical Marijuana Business, including, but not limited to building permit, conditional use approval, change of use permit and/or certificate of occupancy.

(7) Evidence of all other local approvals or conditional approvals required to operate the Medical Marijuana Business, including any applicable food or victualler’s license. Section 199 of the City Code (the “Food Sovereignty Ordinance”) does not apply to Medical Marijuana Businesses.

(8) A description of the premises for which the license is sought, including a plan of the premises.

(9) Certification from a licensed Master Electrician indicating the electrical system of the Premises is adequate for the use being proposed. That use shall be clearly outlined in detail so that the Master Electrician’s certification is easy to understand.

(10) If the City Clerk determines that a submitted application is not complete, he or she shall notify the applicant within ten (10) business days of the additional information required to process the application. If such additional information is not submitted within thirty (30) days of the Clerk’s request, the application may be denied.

G. License Term and Renewal; Limit on Medical Marijuana Retail Stores

(1) Each license issued under this Ordinance shall be valid for the term of license granted by the State License Authority, if a state license is required. If no state license is required, the license shall be valid for two years from the date of issuance (“the license term”). Applications for renewal licenses shall be submitted at least 60 days prior to expiration of the existing term. Any Licensee who fails to submit a renewal application by the applicable deadline shall not have authority to operate until a license is granted. A late fee shall apply as set forth in the Master Schedule of Revenues, Charges, Fees and Fines.

(2) There shall be no more than fifteen (15) active licenses for Medical Marijuana Caregiver Retail Stores and no more than five (5) active licenses for Registered Dispensaries at any given time. Applications shall be assigned priority according to the date and time an application meeting the submission requirements of this Ordinance was received by the City Clerk. Once the numerical limit of licenses for a license category has been reached, additional applications will be held on a waiting list and processed according to their respective priority as licenses become available. If a Licensee fails to timely submit a renewal license application by the deadline set forth in subsection (1), the prior license shall become available to those on the
waiting list upon its expiration date. If a license for the business category becomes available, the City Clerk shall notify the first applicant on the waiting list and that applicant shall have ten (10) business days to provide the applicable application fee and any updated information to the City Clerk. If the application fee is not timely provided the City Clerk shall process the next application on the list.

H. Denial, Suspension or Revocation of a License

In reviewing license applications, the Licensing Authority and any consulting City officials may consider the approval standards under this Ordinance as well as other applicable local, state or federal laws and, for license renewals, the Licensee’s record of compliance with the same.

A license application for a Medical Marijuana Business shall be denied by the licensing authority (City Clerk or City Council), and an existing license may be suspended or revoked by the City Council, after notice and hearing, if the applicant, or any Owner of the applicant or Licensee:

i. Fails to meet the requirements of this Ordinance or of any condition attached to the license.

ii. Is not at least twenty-one years of age.

iii. Is not a resident of the State of Maine.

iv. Has had a license for a Medical Marijuana Business or adult use “marijuana establishment” as defined by 28-B M.R.S. § 102(29) revoked by the City or by the State.

v. Has not acquired all necessary state and local approvals prior to issuance of the license.

vi. Has been convicted of a criminal violation arising out of operation of a Medical Marijuana Business or of any adult use “marijuana establishment” as defined by 28-B M.R.S. § 102(29).

vii. Has provided false or misleading application in connection with the license application.

I. Approval and Operating Requirements

In order to obtain a license pursuant to this Ordinance, the Licensee shall demonstrate to the City Clerk and all reviewing officials that the following requirements will be met. The Licensee shall comply with all of these requirements during the term of the license:

(1) Display of License. The current License shall be displayed at all times in a conspicuous location within the Premises.
(2) All licensed Premises shall be fixed, permanent locations. Licensees shall not be permitted to operate Medical Marijuana Businesses in other than the licensed Premises, such as at farmer’s markets, farm stands or kiosks.

(3) Safety and Security.

(a) The licensed Premises shall have lockable doors and windows and shall be served by an alarm system which includes automatic notification to the City of Augusta Police Department.

(b) The licensed Premises shall have video surveillance capable of covering the exterior and interior of the facility. The video surveillance system shall be operated with continuous recording twenty-four hours per day, seven days per week and video shall be retained for a minimum duration of thirty (30) days. Such records shall be made available to law enforcement agencies when investigating a criminal complaint.

(c) The licensed Premises shall have exterior spot lights with motion sensors covering the full perimeter of the building(s).

(d) Registered Caregiver (home occupation) uses shall not be required to meet paragraphs (b) and (c).

(4) Ventilation

(a) The licensed Premises shall comply with all odor and air pollution standards established by ordinance.

(b) All Medical Marijuana Businesses shall have an odor mitigation system installed that is sufficient to ensure that no odor of marijuana is detectible beyond the area controlled by the business, whether that be a lease or owned area that is a portion or all of a recorded parcel of land. The Code Enforcement Officer may request certification by a Maine licensed engineer that the odor control system is sufficient for these purposes.

(5) Loitering

The Licensee and all agents or employees shall make adequate provisions to prevent patrons or other persons from loitering on the Premises. It shall be the Licensee’s obligation to ensure that anyone found to be loitering or using marijuana or marijuana products in the parking lot or other outdoor areas of a licensed Premises is ordered to leave.

(6) A Medical Marijuana Business shall meet all operating and other requirements of state and local law. To the extent the State of Maine has adopted or adopts in the future any law or regulation governing Medical Marijuana Businesses that conflicts in any way with the provisions of this Ordinance, the more restrictive shall control.
J. Transfer of Ownership or Change of Location

Licensees issued under this Ordinance are not transferable to a new owner. Any change in ownership shall require a new license. Licenses are limited to the location for which they are issued and shall not be transferable to a different location. A Licensee who seeks to operate in a new location shall acquire a new license for that location.

K. Violations and Penalties

Any Medical Marijuana Business which is found to be operating without a valid license in accordance with this Ordinance, or which is found to have violated the approval and operating requirements set forth in Section I of this Ordinance shall be found to have committed a civil violation. For failure to obtain or maintain a valid license, the penalty shall start at twice the applicable license fee and shall be increased by $10 for each day of the violation. For failure to meet any other requirements of this Ordinance or any condition of the license, the penalty shall be $100 for each day of the violation.

L. Appeals

Appeals of the granting or denial of a license under this Ordinance shall be appealable to the Kennebec County Superior Court in accordance with Rule 80B of the Maine Rules of Civil Procedure. There shall be no appeal of other decisions made or orders issued in the enforcement or administration of this Ordinance.

M. Severability

The provisions of this Ordinance are severable, and if any provision shall be declared to be invalid or void, the remaining provisions shall not be affected and shall remain in full force and effect.

N. Other Laws

Except as otherwise specifically provided herein, this Ordinance incorporates the requirements and procedures set forth in the Maine Medical Use of Marijuana Act, 28-B M.R.S. Chapter 1, as may be amended. In the event of a conflict between the provisions of this Ordinance and the provisions of said Act or any other applicable state or local law or regulation, the more restrictive provision shall control.
APPENDIX A
MARIJUANA BUSINESS LICENSING ORDINANCE

SCHEDULE OF REVENUES, CHARGES, FEES AND FINES

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
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<tbody>
<tr>
<td>Medical Marijuana Cultivation Facility</td>
<td>$ 600.00</td>
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<tr>
<td>Medical Marijuana Manufacturing Facility</td>
<td>$ 600.00</td>
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<tr>
<td>Medical Marijuana Retail Store</td>
<td>$ 1,400.00</td>
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<tr>
<td>Medical Marijuana Testing Facility</td>
<td>$ 300.00</td>
</tr>
<tr>
<td>Medical Marijuana Caregiver (home occupation)</td>
<td>$ 200.00</td>
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</tbody>
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Late fee will be an additional 10% of the total license fee for 1 to 30 days past the due date, and an additional 10% for every 30 days thereafter the license remains late.
MEMORANDUM:

TO: City Council
FROM: Matt Nazar, Director of Development Services
DATE: May 6, 2019
RE: Home Occupations

On December 11, 2018 and January 8, 2019 the Planning Board held workshops to discuss Home Occupations. On January 29, February 26, and March 26, 2019 Planning Board held public hearings and received feedback from the public.

Licensing of home occupations is proposed only for those home occupations which generate vehicular or pedestrian traffic. Lower impact home occupations, such as an author or telecommuter for example, would have no perceptible impacts from operations within a neighborhood environment. Home occupations which generate traffic, whether vehicular or pedestrian, could potentially have an impact on the character of the neighborhood, thus requiring a license. The license process would be reviewed and approved by the Code Enforcement Bureau. The Planning Board, through the Conditional Use Review process, would review home occupations classified as Auto Repair/Service or any other home occupation which exceeds any home occupation criteria.

The Planning Board recommendation does not include any discussion of Medical Marijuana Caregivers as a Home Occupation. However at the last Council Informational Meeting there was comment from the public about the importance of that use to patients. Staff has added language below in green that would allow this use in limited circumstances.

Below are the recommended amendments to the ordinance.

§ 300-202. Definitions
HOME OCCUPATION: An occupation or profession which is customarily conducted on or in a residential structure or property meets the standards of § 300-510 Home Occupations, and which:

A. Is conducted by a resident of the property with a valid Home Occupation License.
B. A. Is clearly incidental to and compatible with the residential use of the property and surrounding residential uses;
B. Occupies no more than 30% of the floor area of all structures on the property;
C. Does not change the outside appearance of the residential dwelling unit or premises;  
D. Is conducted entirely within the dwelling unit or accessory structure; and  
E. **Employs** Operates with no more than one two persons other than family members residing in the home; and  
F. Generates any vehicular or pedestrian traffic.


**Commentary:**  
Traditionally, in zoning, certain occupational uses termed “home occupations” have been allowed in dwelling units. Such uses have been allowed largely on the basis that such uses are incidental to the use of the premises as a residence, that the nature of home occupational uses is such that they are compatible with or even “belong” in the home, or that home occupational uses are of a highly professional nature involving the use of mental rather than physical capabilities and are therefore compatible with residential uses.

Based on the previous paragraph, it is difficult to discern exactly which home-based businesses are to be permitted in residential districts. It is recognized, in Augusta, that certain limited home occupational uses can be useful to both the general community as well as the resident proprietor. Also recognized is the difficulty of writing an ordinance dealing with home occupations in a "middle of the road" fashion, which is neither discriminatory or arbitrary. It is hoped that both the citizens and the courts will recognize these difficulties; that the former will not abuse the privileges granted within the following text and that the latter will aid in the enforcement of the sometimes seemingly arbitrary restrictions necessary to preserve residential character in an expedient manner.

With the above in mind, it is the intent and purpose of this section to provide for home occupations in residential districts subject to the following restrictions. (The preceding discussion was modified from Rockford, Illinois, Home Occupation Ordinance.)

A. The conduct of home occupations in residential **dwelling** units may be permitted under the following provisions:

1. **License:**
   a. Required only for home occupations which generate vehicular or pedestrian traffic.
   b. Are issued by a Code Enforcement Officer to a resident of a specific dwelling.
   c. Are non-transferrable.
   d. Are revocable, should the licensee fail to comply with the terms of the Home Occupation ordinance and/or operate in a manner other than that stated on the license application.
   e. Have a three-year renewal term from the date of license issuance. Licensee is responsible for renewal application.
   f. Home occupations meeting licensing criteria must apply for a license within one year of (insert the date of adoption), enactment of licensing standards.

2. See definition of “home occupation.”

3. Home occupations shall be carried on wholly within the principal dwelling unit building or within a building or other structure accessory to it.
(4) The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to its use for residential purposes by its occupants; no more than 30% of the total existing floor area of the principal dwelling unit or volume, whichever is greater, shall be used for operating the home occupation.

(5) There shall be no visible evidence of the operation of such home occupation outside of typical home uses and equipment, other than one sign, unless such sign is otherwise prohibited by this chapter.

(6) A home occupation shall in no extent be carried on in a manner that alters the residential character of the structure, lot or neighborhood. There shall be no outside storage or display of materials or products or equipment or vehicles, nor any window display of any of the same.

(7) The sign for a home occupation shall be limited to a property owner "name" sign with the street number and name clearly denoted. The "name" sign may include the type of occupation. The sign shall be non-illuminated and no larger than two square feet. See § 300-516 for additional standards.

(8) No traffic shall be generated by such home occupation in greater volumes than would ordinarily be expected in the neighborhood, and any need for parking generated by the operation of the home occupation shall be met on the lot, off the street in the driveway or designated parking spaces, in other than what is the required front yard; the burden of proof shall be on the applicant.

(9) No equipment or process shall be used in such home occupation which creates noise, vibration, glare, fumes, odors or electrical interference detectable to the normal senses of employees or public off the lot. If the home occupation is conducted in a detached one-family home, the dwelling unit if conducted in any other form of dwelling. In the case of electrical interference, any equipment or process shall be used which creates visual or audible interference in any radio or television receiver off the premises or causes fluctuations in line voltage off the premises.

(10) The sale of products shall be limited to those which are grown, crafted, assembled, or substantially altered on the premises; to catalog items ordered off the premises by customers; and to items which are accessory and incidental to a service which is provided on the premises.

(11) A home occupation shall be carried on by permanent residents of the dwelling unit, with not more than one person, including a business associate, who is not a resident and two employees who are not residents of the dwelling unit. The owner's written permission is required for said home occupation if the resident is a tenant.

(12) Licensed home occupations shall terminate when a licensee no longer resides at the location.

(13) Only one home occupation is permitted per lot.

(14) Initial and periodic inspections by a Code Enforcement Officer, or other city staff, are part of the licensing process.

(15) Planning Board review, as a conditional use, shall be required for any applicant wishing to exceed the above-stated limitations.

(16) All auto repair/service home businesses proposed in the RA, R1B, R1B2, and RC Zones shall be reviewed as a conditional use by the Planning Board.

(17) Medical Marijuana Registered Caregiver (Home Occupation) shall meet all license requirements for a home occupation and the additional license requirements for a
Medical Marijuana Registered Caregiver (Home Occupation). This use shall be a delivery only operation, with no customers coming to the site for any purpose. All in-person caregiver operations shall be done at the patient’s home or other legal site.