



CITY OF CHICOPEE  
MASSACHUSETTS

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

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2023 JAN 11 P 2:48 January 17, 2023

BE IT ORDAINED by the City Council that the Code of the City of Chicopee for the Year 1991, as amended, be and is hereby further amended as follows:

DELETE: § 275-41 Home occupation.  
§ 275-52(B)(11)  
§ 275-53 (B)(12)  
§ 275-54 (B)(1)(i)

INSERT: § 188-22 HOME OCCUPATION LICENSE.

(1) A special license from the City Council is required for a home occupation. Special license requests require immediate abutter notification, legal advertisement, a public hearing, a fee as set by the City Council and yearly renewal. Applications may be obtained and filed in the City Clerk's office.

Introduced by: Frank Laflamme (At-Large)

City Council Action: 1/17/23: Motion made by Councilor Labrie to receive, 1st reading and refer to the Planning Board and Ordinance Committee. Motion to refer passed by a unanimous roll call vote.  
6/20/23: Motion made by Councilor Balakier to receive and refer to the Ordinance Committee. Motion to refer passed by a roll call vote of 12 yes, 1 no. Councilor Tillotson voting no.  
9/5/23: Motion made by Councilor Krampits to receive, 2nd and final reading, enrolled and ordained. Motion passed through all stages by a unanimous roll call vote. Councilor McAuliffe absent.

SEP - 8 2023

Presented to the Mayor for Approval.....  
Date

Approved.....  
Date

SEP 11 2023

Returned to City Clerk.....  
Date

Attest.....City Clerk

- (2) The procedure for obtaining a home occupation special license is as follows:
- (a) Obtain an application from the City Clerk's office.
  - (b) Submit the completed application together with the required fee and a copy of the Assessor's Map to the City Clerk's office.
  - (c) A hearing will be held by the License Committee of the City Council on the application for the special license in accordance with this chapter.
  - (d) The City Council will thereafter upon approval of the License Committee's action vote to issue the special license.
  - (e) Once this special license is granted, a certificate of occupancy must be obtained from the Building Inspection Department and a copy forwarded to the Board of Assessors.
  - (f) All home occupation special licenses shall expire on April 30th of each year, unless revoked. Any applications for renewal of the home occupation special license may be made in the month of April and shall take effect on May 1 next ensuing.
  - (g) If a nonowner of the property is the applicant, permission must be obtained, in writing, and submitted with the application.
  - (h) The City Council may in its discretion grant a waiver to allow one employee who is not a member of the family if there is a specific finding by the City Council that the waiver will not cause any undue hardship to the neighborhood nor disrupt the residential nature of the residence.
- (3) Records. The Building Commissioner shall be responsible for maintaining records of home occupations. If a special license for a home occupation has expired and the holder of such license has not received a renewal of the license from the City Council, the Building Commissioner shall forthwith notify the license holder that the license has expired, and the operation of the home occupation must cease within five days, and the holder must renew his license through the License Committee of the City Council.
- (4) Performance Standards. A special license for home occupation may be granted only if all of the following performance standards are met:
- (a) No alteration of the principal building shall be made which changes the character as a dwelling. In no way shall the appearance of the structure be altered or the occupation within the residence be conducted in a manner which would cause the premises to differ from its residential character, either by the use of colors, materials, construction, lighting, signs or the emission of sounds, noises or vibrations.
  - (b) No use shall create noise, dust, vibration, odor, smoke, glare, electrical interference, health hazard or any other hazard or nuisance to any greater or more frequent extent than that usually experienced in an average residential dwelling.



(c) Only one nameplate shall be allowed. It may display the name of the occupant and/or the name of the home occupation. It shall not exceed two square feet in area, shall be nonilluminated and attached flat to the main structure, visible through a window or posted in front of the building with a maximum height of four feet. The limitation to one nameplate is intended to apply to all lots, including corner lots.

(d) No traffic shall be generated in greater volume than would normally be expected in a residential neighborhood. The activity involved shall not assume a commercial or public character or constitute a health or safety hazard to the neighborhood.

(e) The use shall be clearly incidental and secondary to the dwelling and dwelling purposes and shall not change the character of use as a dwelling.

(f) There shall be no exterior storage on the premises of material or equipment used as a part of the home occupation.

(g) The total area used for the home occupation shall not exceed 1/2 the floor area of the user's living unit.

(h) A home occupation, including studios or rooms for instruction, shall provide off-street parking area adequate to accommodate needs created by the home occupation.

(i) Any other conditions which the Council shall impose relating to the health, safety and welfare of abutting property owners.

(5) Special Conditions. The City Council may impose special conditions upon a home occupation to ensure that the business is conducted in a manner which is compatible with the surrounding neighborhood. Such conditions may include but shall not be limited to the following:

(a) A requirement for fencing and/or screening of the subject property from neighboring residences.

(b) A limitation on the number of vehicles related to the occupation which may be stored on the premises or parked on an adjacent right-of-way.

(c) A restriction on the hours of operation for the home occupation.

(d) A requirement that the permit be renewed after a designated period of time.

(e) Any other conditions which the City Council shall impose relating to the health, safety and welfare of abutting property owners.

- (6) Grounds for Revocation. Failure to meet the definition in this Section and/or any of the performance standards outlined in this Section or any condition imposed by the City Council in accordance with the Section shall be grounds for denial of a special license for home occupation or for revoking such a special license if one has already been granted.
- (7) Enforcement The City Building Inspector shall have the authority and responsibility to investigate and enforce issues of unlicensed home occupations. The Building Inspector, given a question as to whether a hobby or a home occupation is involved, will make the initial determination and will notify the parties. If a home occupation is determined, the party involved will be given 60 days to obtain a license or to cease and desist. The determination by the Building Inspector may be appealed as provided for herein. A “hobby” is normally a pastime that is engaged in for pleasure as opposed to profit. Any individual found to be in violation of the Home Occupation Ordinance will be subject to fines up to \$25 per day for each violation after a determination has been made.

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# CITY OF CHICOPEE MASSACHUSETTS

36

Referred to Ordinance Committee 1-17-2023/6-20-2023

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RECEIVED  
CITY CLERK  
AUG 20 2023

8/8/23 MOTION TO APPROVED

(Laflamme)  
The Committee reports as follows:  
Favorable

Unfavorable

Fred Krampits  
Guy R. Linn  
Jim T. Hotson (Zoom)

9/5/23: Motion made by Councilor Krampits to receive, 2nd and final reading, enrolled and ordained. Motion passed through all stages by a unanimous roll call vote. Councilor McAuliffe absent.

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CITY OF CHICOPEE MASSACHUSETTS

13

CITY CLERK'S OFFICE CITY OF CHICOPEE

Referred to Zoning Committee 1/17/2023

BE IT ORDAINED by the City Council that the Code of the City of Chicopee for the Year 1991, as amended, be and is hereby further amended as follows:

DELETE: § 275-41 Home occupation. § 275-52(B)(11) § 275-53 (B)(12) § 275-54 (B)(1)(i)

INSERT: § 188-22 HOME OCCUPATION LICENSE.

(1) A special license from the City Council is required for a home occupation. Special license requests require immediate abutter notification, legal advertisement, a public hearing, a fee as set by the City Council and yearly renewal. Applications may be obtained and filed in the City Clerk's office.

Motion to Approve The Above Re Financial Proposal

(Laflamme) The Committee reports as follows:

6/7/2023

Favorable

Unfavorable

Handwritten signatures of councilors: George A. Balakier, Bob Zygar, Gary R. Salin, D. Lopez, and another signature.

6/20/23: Motion made by Councilor Balakier to receive and refer to the Ordinance Committee. Motion to refer passed by a roll call vote of 12 yes, 1 no. Councilor Tillotson voting no.

9/5/23: Motion made by Councilor Krampits to receive, 2nd and final reading, enrolled and ordained. Motion passed through all stages by a unanimous roll call vote. Councilor McAuliffe absent.