

Planning Commission Agenda Item Memo

From: Bailey Maca, Associate Planner

Meeting: January 6, 2026

Subject: Amendments to Sec. 94-362-Home Occupations

Presenter: Ryan Miller, City Planner

Summary and Recommended Action:

The City of Brookings is proposing amendments to Sec. 94-362-Home Occupations. The proposed changes introduce a new “no-impact” category, remove occupation-based lists, and establish an intensity-based framework for classification.

Item Details:

The Zoning Ordinance defines a home occupation as an occupation or profession conducted within a dwelling unit by a member of the immediate family residing on the premises. Section 94-362 further outlines the home occupation permit process, including application requirements, review procedures, and standards for approval.

Currently, home occupations are classified as either minor or major, each having a specific list of allowable occupations. Staff recommends introducing a new “no-impact” category, removing the existing lists of specific occupations, and revising the criteria for each category. Under proposed amendments, occupations will be categorized according to defined intensity-based criteria.

This update follows a City Council-requested study session prompted by several recent major home occupation applications, such as single-chair hair salons. The consensus was that many occupations currently classified as “major” — and therefore requiring permits — have minimal neighborhood impact and do not warrant that level of review. Staff recommends shifting to an intensity-based classification system rather than occupation-based lists to streamline the process, reduce unnecessary permitting, and allow no-impact and minor home occupations to proceed without a permit.

Supporting Documentation:

Ordinance - Clean
Ordinance – Marked
Previous Home Occupation Comparisons