



**Home Occupation Permit Application**

**Applicant Information**

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

**Business Information**

Name of Business: \_\_\_\_\_

Type of Business: \_\_\_\_\_

- Yes No** Check Yes or No for each of the questions below:
- Yes No Will the Home Occupation alter or change the residential character or purpose of the home or apartment?
  - Yes No Will the Home Occupation create any appreciable increase in traffic?
  - Yes No Will the Home Occupation require additional parking spaces?
  - Yes No Will the Home Occupation require the employment of persons other than domestic help?
  - Yes No Will the Home Occupation create a nuisance by reason of noise, dust, odor, vibration, fumes, smoke, electrical interference or other causes?
  - Yes No Will there be any indoor or outdoor storage of materials, equipment or supplies?  
If yes, where? \_\_\_\_\_ Cubic feet: \_\_\_\_\_
  - Yes No Will there be any mechanical equipment used in connection with the Home Occupation, other than clerical or domestic appliances?

If "yes", the applicant must obtain approval of the Planning Commission for equipment in excess of one (1) horsepower by filing an application for a **Planning Commission Request for Action**.

**"I declare under the penalty of perjury that the foregoing information is true and correct."**

Print Applicant Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Note: There shall be no external display of products, merchandise or any sign to identify the home occupation. A permit shall be revoked by the Zoning Administrator upon violation of any requirement, condition of limitation, unless such violation is corrected within fifteen (15) days of notice of violations. Any permit may be revoked for repeated violations.

**Conditions of Approval**

**"HOME FOR OFFICE USE ONLY. NO CUSTOMERS AND/OR EMPLOYEES ON SITE."**

In the event of denial, revocation or objections to the limitations placed, thereon, an appeal may be made to the Planning Commission within (10) days of the determination.

**\*FOR OFFICE USE ONLY\***

**APPROVED** Finance Representative: \_\_\_\_\_ Date: \_\_\_\_\_

**DENIED** Property is zoned: \_\_\_\_\_

**NOTE: This is NOT a business license. A separate Business License is also required for all Homes Occupations. Please complete and submit the application for a Business License in addition to this form.**