

Home Occupation Information and Application Form

- ☐ **Minor**
\$25 fee
- ☐ **Major**
\$360 fee

Approved _____ Date _____

Zoning Fee: \$ _____

Munis Application _____

ASSESSOR'S USE ONLY

Home Occupation Type _____

Code _____

Applicant Name: _____

DBA: _____

Address of Proposed Occupation: _____

Telephone: _____ Zone: _____

Property Owners Name: _____

NOTE: In DRZ and MF zones only minor home occupations are allowed. Approval letter from homeowners association is required.

Description of Home Occupation:

Please use the boxes below or an attached sheet to provide the following:

1. Attach copy of plot plan if available
2. Use Box A (or attach sketch) to draw proposed signage (**limit 1 sign, 2 sq ft area**)
3. Use Box B (or attach sketch) to draw the floor plan of the Home Occupation area
4. Provide Architectural Elevations for any proposed additions or modifications

Box A: PROPOSED SIGN

FLOOR PLAN (___ Basement ___ 1st floor ___ 2nd floor)

1. Floor area of dwelling _____
2. Floor area of home occupation _____
3. % of floor area devoted to home occupation _____

Box B: FLOOR PLAN

I have read the regulations regarding home occupations and will comply with said regulations. I understand that I must notify the Planning Department in writing upon termination of this occupation at this address. This permit is not transferable or assignable to another person. In the event of relocation, the permit holder must notify the Planning Department in writing to transfer the permit to the new location.

Signature of Applicant _____ Date _____

PRINT Name of Applicant _____

Signature of Owner _____ Date _____

PRINT Name of Owner _____ *Revised 6/15/18*