

APPLICATION FOR HOME OCCUPATION PERMIT

Applicants Name: _____

Address of Home Occupation Site: _____

Telephone: _____

DESCRIPTION OF BUSINESS

Within the residence, list the equipment, machines and supplies to be utilized:

I have read the attached stated ordinance requirements pertaining to the issuance of a Home Occupation Permit and understand them. I have also had the ordinance explained to me. I understand that a violation of the ordinance is grounds for revocation of the Home Occupation Permit. In addition, I hereby agree to operate within the limitations of the ordinance as previously stated.

Signature _____ Date _____

Accepted by: _____ Date _____

Approved by: _____ Date _____

Distribution Upon Approval:

- Original - Applicant
- Duplicate - Planning
- Triplicate - Finance

Fee Paid _____

Receipt No. _____

Date _____

Clerk's Initials _____

3006: HOME OCCUPATIONS:

- A. A home occupation permit may be granted for any use carried on by the householder or immediate family as a home occupation which is clearly incidental and secondary to the use of the dwelling for residential purposes; provided, that such a home occupation shall conform to the conditions specified in subsection B of this section. Such home occupations may be processed and issued as an administrative matter by the zoning administrator after review and consideration of the application without requirement of a hearing.
- B. Home occupations must meet both the conditions noted in the zone in which they are located and the following:
1. No sign shall be publicly displayed on the premises relating to the home occupation or product thereof.
 2. No person shall be hired in connection therewith, excepting occupants of the dwelling who are members of the resident family.
 3. Sales of goods on the premises shall be limited to the products of the home occupations, and no other merchandise or goods shall be sold, kept or displayed for the purposes of sale on the premises.
 4. Storage of equipment or supplies related thereto shall be confined to the dwelling or accessory building.
 5. No dwelling or accessory building shall be built, altered, finished or decorated externally for the purpose of conducting the home occupation in such a manner as to change the residential character and appearance of the dwelling, or in such a manner as to cause the structure to be reasonably recognized as a place where a home occupation is conducted.
 6. No garage or accessory building shall be altered or used in such a manner that would reduce the number of covered parking spaces required in the district in which it is located.
 7. Not more than one vehicle of not more than three-fourths (3/4) ton capacity used in connection with the home occupation shall be kept on the site. Any trailer, wheeled equipment, or any vehicle displaying or advertising the home occupation shall not be visible from off the premises.
 8. The home occupation shall not attract or generate excessive auto or foot traffic, and the patronage of a home occupation shall not exceed six (6) patrons or customers for any calendar day.
 9. The home occupation shall not require additional off street parking spaces.
 10. No home occupation shall be conducted between the hours of eleven o'clock (11:00) P.M. and eight o'clock (8:00) A.M.
 11. No equipment or process shall be used in such home occupation which creates noise, vibration, glare, fumes, odor or electrical interference detectable to the normal senses off the lot, if the occupation is conducted in a single-family detached residence; or outside the

dwelling unit if conducted in other than a single-family detached residence. No equipment or process shall be used which creates visual or audible electrical interference in any radio or television receiver off the premises, or causes fluctuations in line voltage off the premises.

12. The home occupation shall not involve the use of power equipment on the premises using motors exceeding one horsepower combined capacity.

13. No use of utilities or community facilities beyond that normal to the use of the property for residential purposes shall be permitted.

14. No use of materials or mechanical equipment not recognized as being part of normal household or hobby uses shall be permitted.

15. The use shall not involve the use of commercial vehicles for delivery materials or supplies to or from the premises.

16. Additional requirements or conditions may be added as deemed necessary by the zoning administrator.

C. Upon filing with the zoning administrator of any such application for a home occupation permit, the zoning administrator shall conduct or cause to be conducted such investigation of the application as may be deemed appropriate and shall within ten (10) days render a written decision to the applicant.

If one or more of the stipulations for minimum performance standards set forth by subsection B of this section cannot be satisfied by the applicant for a home occupation permit, the zoning administrator may, at his discretion, refer such application for a home occupation to the city council for consideration, or he may deny such a request if, in his opinion, conditions exist which would be injurious to existing improvements and land uses or would be detrimental to the surrounding area.

The decision of the zoning administrator shall be final unless appealed in writing within ten (10) days of the date of the written decision.

D. Upon filing with the zoning administrator of any such appeal, the city council shall hold a hearing thereon. The manner of setting, noticing, hearing and determining such matter shall be substantially as provided in the following named provisions relating to amendments. Said provisions are as follows:

Section 2700, "Initiation Of Amendments; Setting For Hearing", subsections B and C of this ordinance;

Section 2701, "Notice Of Hearings", subsection C of this ordinance;

Section 2702, "Hearing By City Council On Amendments", subsections A, B, F and G of this ordinance;

Section 2703, "Decision Of City Council On Amendments", subsections A, B and C of this ordinance.

It shall be the responsibility of the applicant to provide a list of property owners as specified in subsection 2701C1 of this ordinance.

- E. All home occupation permits are subject to review by the zoning administrator within one year of initial approval or as a result of any complaint by any person affected by the operation of the home occupation. A home occupation permit shall be revoked by the zoning administrator upon violation of any condition or regulation, or any limitation of any permit issued, unless such violation is corrected within ten (10) days of notice of such violation. Any permit may be revoked for repeated violation. (Ord. 1198, 5-6-1980; Ord. 1280, 4-5-1983; Ord. 1363 ? 49, 8-19-1986)