HOME OCCUPATION PERMIT APPLICATION

1. Business Description: ____________________________________________________________

2. Will the business be conducted within the residence? o Yes o No
   If yes, how many square feet will the business occupy: _____________________________

3. Will the business be conducted within an accessory building or structure? o Yes o No
   If yes, how many square feet will the business occupy: _____________________________

4. Name of resident family member who will carry on the business: ______________________

5. Will the business employ a non-family member? o Yes o No

6. Will the home occupation involve work or services performed away from the home? o Yes o No

7. Will there be on-site sale of retail goods or services? o Yes o No

8. Hours and days of operation: ___________________________________________________

9. Type of traffic (e.g. customers, delivery trucks): _____________________________________
   Vehicle trips per day: ___________________________________________________________
   Will traffic generation increase from what is otherwise normal for a residential area? o Yes o No

10. Any noise, waste discharge, smoke, dust, odors, associated with home occupation? o Yes o No
    If yes, explain: __________________________________________________________________

11. Will there be any exterior property changes (new structure, addition, parking, driveway, etc.)? o Yes o No
    If yes, identify type improvement, location and dimensions on site plan (next page)

12. Proposed advertising or sign on premises? o Yes o No
    If yes, indicate location on site plan (see next page), and submit application form for signage.

13. Proposed parking for business: indicate location and size on site plan (see next page)

14. Proposed vehicular entrance/exit for business: indicate location on site plan (see next page)

By signing this document you agree to abide by the following standards:
   A. The home occupation shall be clearly incidental to and compatible with the residential use of
      the property and surrounding residential uses. No exterior storage or processing of materials
      and no other exterior indication of the home occupation or variation from the residential
      character of the principal building is permitted. A home occupation shall not create noise,
      odors, or parking issues beyond what would be anticipated for a residential use.
   B. The home occupation must be carried on by a member of the family permanently residing in
      the dwelling unit. One employee who is not part of the family is permitted.

Applicant Signature ____________________________ Date ____________

Submit this page with Land Use and Multi-Purpose Permit Application
Home Occupation Plan

Attach or draw below, a site plan showing size, location and proposed structures, sewage disposal facilities, water supply facilities, stormwater facilities, electrical facilities, telecommunication facilities, direction of surface water drainage and areas to be cut and filled. Include lot dimensions, property boundaries, distances of structures from boundaries, distances from high water marks on brooks, streams, ponds, lakes, rivers, wetlands. Show location of any fire hydrants, gas mains, signs, exterior lighting, landscaping and buffering. Show location, dimensions and materials of driveway, parking areas, sidewalks and street openings. Show flow of vehicular and pedestrian traffic into and through the property. Identify established street(s) and intersecting roads. Give distance to/from property line pins to road openings and distance to/from openings to nearest intersecting road.

Scale: _______ = _______ feet

Street frontage: _______ ft; Shore frontage: _______ ft; Lot size: _______ sf; Acres: _______

Setbacks: number of feet to proposed structure from: _______ ft center line of road

- From property lines: _______ ft from front; _______ ft from rear; _______ ft from left side; _______ ft from right side

% lot coverage: maximum allowed _______; existing: _______ proposed: _______

Note: Submission requirements may be waived by the Code Enforcement Officer in accordance with the Land Use Ordinance Section 5.8.3.