

OFFICIAL USE ONLY:

RECEIVED: _____

APPLICATION COMPLETE: YES NO

ZONING DISTRICT: _____ TAX MAP #: _____ GROUP: _____ PARCEL: _____

DEED PROVIDED YES NO

ANY COVENANTS & RESTRICTIONS YES NO

PHOTO ID PROVIDED YES NO

LETTER OF PERMISSION (IF TENANT) YES NO NOT APPLIED

CUSTOMARY YES NO

OTHER ACTIVITY YES NO

CERTIFIED MAILING COMPLETED YES NO

DATE NOTICES MAILED _____ (Maximum 1 month response for adjacent property owners)

TOTAL NOTICES MAILED _____ RETURNED _____

IN FAVOR _____ OPPOSED _____

PUBLIC HEARING REQUIRED YES NO

COMMENTS: _____

APPROVED: YES NO

REVIEWED BY / DATE

FACTORS OF CONSIDERATION FOR A HOME OCCUPATION

Traffic

Unless the proposed business is internet based, an increase in traffic is a given. With customers, delivery of goods or additional trips to supplement the business, traffic is a concern that should be given careful consideration. Additional traffic should not become a nuisance to the neighborhood.

Hours of operation

Business hours should be limited to that of a typical daytime business. Too early or too late may disturb surrounding neighbors.

Type of road surface

Paved vs Unpaved. Like traffic concerns, the road surface should be given great thought. Consider the dust, noise, wear and maintenance.

Parking

Ample off-street parking should be available. If not, street parking shall not create an inconvenience or hazard to other motorists.

Location

Subdivision vs Acreage. Consider the proximity of neighbors and potential effects the business will have on them.

Noise

Noise created by the business should not become a disturbance. Excessive noise is not permitted.

Water Pressure

If located in an area where water pressure is at a minimum, take into account how the additional water usage may cause a decrease in pressure for the business and other serviced properties in the area.

Restrictive Covenants & Restrictions

Before starting a business, verify whether your property is governed by Restrictive Covenants and Restrictions. Check your deed. In some cases, home occupations are not permitted.