

Home Occupation Application

Applicant's Name: _____

Business Name (If different from above): _____

Address of Proposed Business: _____

Property Owner: _____

Description of Business Activity: _____

Please answer all questions by circling YES or NO

- | | | |
|---|-----|----|
| 1. Will the business activity be the Primary Use of the property? | YES | NO |
| 2. a. Will anyone other than members of the immediate family living at the residence be working at the business on this property? | YES | NO |
| b. If YES, how many & who? _____ | | |
| 3. a. Will there be stock in trade (<i>merchandise</i>) sold, displayed or manufactured on the premises? | YES | NO |
| b. If YES, describe the activity: _____ | | |
| 4. Will your business activity at the above address be conducted entirely within the dwelling unit? | YES | NO |
| 5. Will your business activity at the above address be conducted outside in the yard, on a patio or in an open courtyard? | YES | NO |
| 6. What percentage of the floor area of the dwelling will be used to conduct the business, and for storage? _____ | | |

***Please Attach a Floor Plan of the Dwelling**

- | | | |
|---|-----|----|
| 7. Will there be external (<i>outside</i>) evidence of the business activity, such as commercial vehicles, storage, noise, dust, odors, noxious fumes or other nuisances emitted from the premises? | YES | NO |
| 8. Will the business activity generate additional vehicular traffic? | YES | NO |
| 9. How many 9' X 18' parking spaces are provided? _____ | | |

***Please attach a Parking Plan**

- | | | |
|--|-----|----|
| 10. Is the building serviced by City Sewer or a Septic System: _____ | | |
| 11. a. Will there be any special equipment used in the business? | YES | NO |
| b. If YES, please explain: _____ | | |
| 12. Will any sign on the property relating to this business have any of the following characteristics? | | |
| a. Sign area of over 288 square inches (<i>2 square feet</i>)? | YES | NO |
| b. Sign lighted? | YES | NO |
| c. Will there be more than one sign per dwelling? | YES | NO |

I understand the approval of this use is dependent upon my complying with all the regulations found in Section 60-735 of Chapter 60 of the Auburn Zoning Ordinance.

Applicant's Signature _____ Telephone # _____ Date _____

Official Use Only

Date: _____ Approved _____ Not Approved _____

By: _____ Reasons: _____

Inspection Date: _____ Fee Amount: \$ _____ Paid: \$ _____

CITY OF AUBURN – ZONING ORDINANCE

4.5 Home Occupation Regulations

D. Criteria for Home Occupation

1. Require a permit, which shall be reviewed and renewed annually.
2. Be conducted entirely within the dwelling unit, with the exception of required outdoor play areas at child day care homes, and involve not more than one person other than members of the family residing in the dwelling, employed on the premises in conjunction with the home occupation.
3. Be clearly incidental and secondary to the use of the dwelling for residential purposes and not involve the use of more than twenty-five percent (25%), or a maximum of fifty percent (50%) for child day care homes, of the habitable floor area occupied by the applicant.
4. Present only incidental visible exterior evidence of the home occupation. Structural alterations of the dwelling, related to the home occupation, shall be consistent with the residential character of the dwelling.
5. Exterior signage shall be limited to one (1) non-illuminated sign, not exceeding a total area of two (2) square feet in size.
6. Not involve the use of any accessory buildings located on the property, nor any exterior storage of materials used in the home occupation. Storage or use of any highly explosive or combustible material is prohibited.
7. Not involve any retail sales, other than incidental, which are associated with the home occupation.
8. Not involve deliveries or pick-ups made by vehicles larger than a single unit truck with three (3) or fewer axels. Overall deliveries shall be limited to not more than five (5) per week.
9. Provide one (1) parking space, on the property, for each one-hundred and fifty (150) square feet of area designated for home occupation use.
10. Not generate any offensive noise, vibration, smoke, dust, odors, heat or glare, which is detectible to normal sensory perception at or beyond the property boundaries. The home occupation shall also not interfere with radio or television reception in the area.
11. Not involve the use, on the premises, of any equipment other than that normally used within a residential household or general office.
12. Only be permitted with the written consent of the property owner if the property is not owned by the applicant.