



HOME OCCUPATION PERMIT APPLICATION

Name of Applicant: _____ Phone # _____

Address: _____ City _____ State _____

Property Owner (if different than applicant) _____

Address: _____ City _____ State _____

PROPERTY OWNER AUTHORIZED AGENT: I have read this application, and consent to its filing.

Signed: _____ Date: _____

Zoning: _____ General Plan (land use designation): _____

Notes: _____

Applicant certification, signature(s), and agreement to pay application processing costs.

I hereby certify that the statements furnished herein and on any attached pages present the data required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.

I hereby certify that I own or am the authorized representative of the owner of the land hereby requesting Home Occupation Permit approval and that I am aware of and do agree to pay the hourly rates as established by Resolution of the City of Sutter Creek for the time spent by the City staff as necessary to process, review and provide consultation to the City concerning this application. I am also aware that said hourly charges are in addition to set fees required for preliminary review and administration and may also include charges to monitor compliance with conditions of approval if my request is approved.

Printed Name

Date

Signature

HOME OCCUPATION PERMIT FEE: \$175.00 Deposit *plus Staff Costs

*20% City Administrative cost will be added to professional fees.

- *Clerical \$50.00/hour
- *City Sanitary Engineer \$135.00/hour
- *City Planner \$150.00/hour
- *City Engineer \$180.00/hour
- *City Attorney \$175.00 /hour

Payment: \$ _____ (22500) Check #: _____ Date: _____ By: _____

HOME OCCUPATION PERMIT AND CONDITIONS OF APPROVAL

Your application for Home Occupation Permit No. _____ to operate a business within your residence is hereby approved subject to the following conditions:

- 1) The requirements of all concerned governmental agencies having jurisdiction by law, including but not limited to the issuance of appropriate permits, shall be met.
- 2) The approval of this permit constitutes approval only to the extent that the project complies with the City of Sutter Creek Zoning Ordinance Section 18.60.050 and 18.50 and other applicable City of Sutter Creek Municipal Code regulations.
- 3) Discarded items, junk or inoperable machinery shall not accumulate or be stored on the property.
- 4) The home occupation activities shall be limited as follows:
 - A. There shall be no exterior evidence of the conduct of the home occupation, including, but not limited to, deliveries, outside storage, electrical interference, dust, smoke, vibration, noise, odors, or fumes.
 - B. It is conducted in the home, an attached garage, or in a residential accessory building.
 - C. It shall be conducted only by persons residing at the dwelling unit in which the home occupation exists. Employees not residing at the dwelling unit shall be prohibited from working on the property, or meeting at the property for business purposes.
 - D. It will generate no customer vehicle trips.
- 5) The permit shall not be transferable if ownership of the property changes.
- 6) No advertisement signs shall be allowed for this project.
- 7) Maintain a valid City business license.
- 8) If any of the above conditions are violated, revocation proceedings to revoke your permit will be initiated immediately.
- 9) If the use or activity of this planning permit is, or has been unused, abandoned, or discontinued for a period of twelve months, said planning permit shall become null and void and of no effect.

APPLICANT

I, _____, the undersigned and applicant for Home Occupation Permit No. _____ located at _____ Assessor's Parcel No. _____, do hereby agree to all of the conditions stated above.

Applicant Signature

Date