

Permit Number: \_\_\_\_\_ Date Filed: \_\_\_\_\_ Fee Paid: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address of Home Occupation: \_\_\_\_\_

Description of proposed activity: \_\_\_\_\_

Please provide the following information along with a drawing of the floor plan of the building with an "X" placed on the room(s) that will be used:

1. Gross floor area of principal structure \_\_\_\_\_
2. Total square feet used in the home occupation \_\_\_\_\_
3. Percentage of total square feet in dwelling to be used for the home occupation \_\_\_\_\_  
(Max. 25% of gross floor area)

By submitting this application, I understand and agree that the business I am proposing as a home occupation meets the following conditions:

- The business is to be conducted entirely within a residential or accessory unit where I reside.
- The business is to be conducted without any significant adverse impact on the surrounding neighborhood.
- A maximum of one full-time employee non-resident of the dwelling may be employed as part of the home occupation.
- Only one vehicle used in connection with the home occupation shall be parked on premise.
- One additional off street parking space shall be provided in conjunction with the home occupation.
- Vehicle shall not display any signage designed to be visible beyond the property boundaries.
- No storage or display of goods or services shall be visible from the roadway. No retail sales on premises.
- The business does not use any equipment or process that creates any objectionable traffic, noise, fumes, odor, dust, vibration or electrical interference.
- Instructional businesses (i.e. music, dance, art, etc.) are limited to no more than five (5) students at a time.

**There is a \$100.00 non-refundable application fee for this permit.** Please allow 3-4 business days for review by the Community Development Department.

My signature below indicates, that I agree in every respect to conform to the terms of this application and to the statutes and ordinances regulating development in the City of Creedmoor. Any violation of the terms stated above may immediately REVOKE this permit and any other permits issued in reliance upon the same and subject me to any civil penalties set out in the Creedmoor Development Ordinance. I further agree that the City of Creedmoor shall not be held liable for any and all damages, loss or liability, which may arise from use of this permit.

Signature of Occupant/Owner \_\_\_\_\_ Date \_\_\_\_\_

*Internal Use Only*

Approved     Disapproved    Comments \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_