

CITY OF FAIRFIELD

HOME OCCUPATION PERMIT APPLICATION

I. GENERAL INFORMATION (Please Type or Print)		Assessor's Parcel Number(s)	Classification
NAME OF PROPOSED BUSINESS		Office Use Only	Office Use Only
APPLICANT NAME	BUSINESS PHONE	HOME PHONE	
LOCATION OF HOME OCCUPATION (Street Address)			
PROPERTY OWNER NAME (If Different from Applicant)	BUSINESS PHONE	HOME PHONE	
PROPERTY OWNER ADDRESS (Street Address)	CITY	STATE	ZIP
II. PROJECT/BUSINESS DESCRIPTION			
Briefly describe your proposed business and the business activity at the residence:			

Products distributed or service provided to customers? _____			
Describe materials/equipment used in business: _____			
How are products/materials delivered to residence? _____			
Does business involve use of chemicals/hazardous materials? <input type="radio"/> Yes <input type="radio"/> No			
If yes, please elaborate: _____			
Definition of Home Occupation – The conduct of a business within a dwelling unit or residential site, employing only the occupants of the dwelling, with the business activity being subordinate to the residential use of the property.			
Zoning Ordinance Section 20.64, Home Occupation requires that you comply with the Conditions of Approval as listed on the next page. If you cannot comply with the regulations below, please contact the City of Fairfield Planning Office at (641) 472-6193 prior to submitting your application.			
Regulations:			
<ul style="list-style-type: none"> • The use shall be completely invisible and inaudible from adjoining property lines. • The Home Occupation shall occupy no more than one room of the residence, or in a detached garage. • Permitted home occupations shall be those occupations which provide a personal or professional service; however, only one of such type service shall be permitted per residence. • No person other than the residents of the dwelling shall be employed on-site or report to work at the site in the conduct of the home occupation. • The use shall not generate vehicular or pedestrian traffic in excess of that which is normally associated with the residential use in the same district. • No parking spaces shall be obstructed or additional parking space required for the home occupation. • There shall be no exterior indication of the home occupation, including signs on the premises, except as permitted by the sign regulations in the City code. • The use shall not create noise, odor, dust, fumes, vibration, smoke, electrical interference, or any other interference with residential uses of adjacent property. No exterior storage shall be permitted. 			
Applicant's Signature: I declare under penalty of perjury that all of the submitted information is true and correct to the best of my knowledge and belief. I have read and agree to abide by the regulations and conditions of approval listed on this application. I understand that my misrepresentations of submitted data may invalidate any approval of the application. If the home occupation is not operated in compliance with these regulations, the permit may be revoked by the Zoning Administrator.			
Signature: _____		Date: _____	
OFFICE USE ONLY: HOP NO: _____ Date: _____ Fee Rec'd: _____ Approved/Denied _____			

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III. CONDITIONS OF APPROVAL

1. The Home Occupation Permit shall not be transferable to any firm, individual, or another address. A substantial change in use as determined by the Zoning Administrator shall necessitate the filing of a new Home Occupation Permit application.
2. Each permit for a home occupation shall expire on December 31st of each calendar year and may be renewed upon the re-filing of an application accompanied by a fifty-dollar fee.
3. Permitted home occupations shall be those occupations which provide a personal or professional service; however, only one of such type service shall be permitted per residence.
4. The Home Occupation shall occupy no more than one room of the residence or in a detached garage. The use is incidental to the residential use of the dwelling.
5. No person other than a resident of the dwelling shall be employed on-site or report to work at the site in conduct of the home occupation. The prohibition applies to independent contractors.
6. This use shall not generate vehicular or pedestrian traffic in excess of that which is normally associated with residential uses in the same zone.
7. No parking space shall be obstructed and no additional parking space will be required for the home occupation.
8. There shall be no exterior indication of the home occupation, including signs on the premises, except as permitted by the sign regulations in the City code.
9. The use shall not create noise, odor, dust, fumes, vibration, smoke, electrical interference, or any other interference with the residential uses of adjacent property.

Additional Project Specific Conditions:

OFFICE USE ONLY

Home Occupation No. _____ Expires: December 31, _____

Renewed / Approved By: _____