

**Home Business/Occupation Application**

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

Address: \_\_\_\_\_

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

Name of Business: \_\_\_\_\_

Type of Business: \_\_\_\_\_

Describe Business in detail: \_\_\_\_\_

\_\_\_\_\_

Where will supplies/equipment be stored: \_\_\_\_\_

**Owner must complete this section if applicant does not own the above address**

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

Address: \_\_\_\_\_

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

Signature: \_\_\_\_\_

**Please check the following stating that you fully understand the use limitations:**

- This Home Business application is in addition to any other application at this same address. The impacts from the combined Home Businesses shall not exceed the limitations placed by Ordinance on Home Business use in a residential dwelling unit (more than one business).
- The home occupation shall be conducted entirely within the enclosed principal structure and shall not be visible from any residential structure or a public way.
- The home occupation shall not occupy more than ten (10) percent of the floor area of the dwelling unit.  
\_\_\_\_\_ Sq. ft of home                      \_\_\_\_\_ Sq. ft of office
- There shall be no outdoor storage of equipment or materials used in the home occupation.
- No mechanical, electrical, or other equipment which produces noise, electrical or magnetic interference, vibration, heat, glare or other nuisance outside the residential or accessory structure shall be used.
- No home occupation shall be permitted which is noxious, offensive or hazardous by reason of vehicular traffic, generation or emission of noise, vibration, smoke, dust or other particulate matter, odorous matter, heat, humidity, glare, refuse, radiation or other objectionable emissions.
- No more than one employee shall be permitted other than a resident of the dwelling.
- No sign shall advertise the presence or conduct of the home occupation, other than a non-illuminated name plate, which does not exceed two square feet in size.
- The home occupation will not increase the number of average daily automobile trips generated by the residence in which the home occupation is located.
- All business activities conducted upon the premises are conducted within the dwelling by a member or members of the immediate family by blood or marriage residing in the dwelling and such business activities are incidental and secondary to the use of the dwelling for dwelling purposes. The dwelling used for the home occupation must be the principal residence of the resident conducting the home occupation, evidenced by voter registration or driver's license registration at that location.
- No commercial vehicle exceeding one and one-half (1 ½) tons rating shall be parked upon any residentially zoned lot or parcel except while in the process of making a pickup or delivery. Not more than one (1) commercial vehicle associated with the home occupation (a vehicle registered in the name of a business or used in the conduct of a business) may be parked upon a residentially zoned lot or parcel. This restriction shall not apply to automobiles, in which case the limit shall be two (2).
- Applicant certifies that the property does not hold any restrictions or covenants that would be in conflict with said request.
- Do you currently have any pending violation with any ordinance of the City of Sulphur**                      **YES**                      **NO**

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

**For Office Use Only**

**Approved**                       **Not Approved**

**Approved by** \_\_\_\_\_ **Date Approved** \_\_\_\_\_

**Land Use Administrator** \_\_\_\_\_ **Date Approved** \_\_\_\_\_

**Please check the following stating that you fully understand the additional use limitations imposed on uses permitted by exceptions by Land Use Commission and City Council:**

Recreational instruction, day care facilities and fine arts and crafts instruction, provided:

- Applicant must obtain all applicable permits and licenses required by state regulatory agencies.
- Hours of operation, except for day care, shall be limited to 9:00 a.m. – 4:30 p.m., Monday through Friday.
- All parking shall be off street parking, on a paved driveway.
- The home occupation shall be conducted entirely within the enclosed principal structure or within a surrounding wall or fence.
- Outdoor storage of equipment or material is limited to that normally supporting a residential outdoor activity being conducted on the premises.
- For day care facilities, no more than six children are on the premises at any time, not including those related to the caregiver.

Signature \_\_\_\_\_

Date \_\_\_\_\_

**For Office Use Only**

**Recommended by Land Use Commission**    **Yes**    **No**      **Date** \_\_\_\_\_

**Approved by City Council**    **Yes**    **No**      **Date** \_\_\_\_\_