

City of Piedmont
HOME OCCUPATION PERMIT APPLICATION

Applicant's Name _____ Phone (h) _____

Applicant's Address _____ Phone (w) _____

Business Name _____

Type of business proposed for the home occupation _____

1. How many persons will be employed in connection with this business? _____
How many of these employees are residents? _____
How many will work elsewhere? _____

2. On which days of the week will business be conducted? _____

3. During what hours will business be conducted? _____

4. What equipment, materials or products will be used in connection with this activity? (i.e. computers, scales, drafting equipment, etc.)

5. Will the business result in any sound or noise, vibration, dust, glare, electrical interference or other condition which could disturb your neighbors?

_____ Yes _____ No

If "Yes", explain _____

6. Describe all methods of advertising or soliciting you plan to use. _____

7. What types of traffic, either vehicular or pedestrian, will result from your business?

8. Explain why you plan to use your residence rather than a commercial location.

9. Explain why you think the city should grant you a Home Occupation Permit.

I certify that the foregoing information is true and correct to the best of my knowledge. I have read Chapter 17B of the City Code and believe that my proposed home occupation is in compliance with all requirements contained therein.

In submitting this application I agree to allow the City of Piedmont to notify my neighbors regarding my proposed business.

Applicant's Signature _____ Date _____

Please return this form to the City Clerk's office at 120 Vista Avenue, Piedmont, CA 94611 with the following attachments:

1. *Drawing of proposed business location (rough floor plan)*
2. *Neighborhood Notification Form signed by neighbors*
3. ***\$100 check to the City of Piedmont for the non-refundable filing fee***

Note: *The sketch or floor plan of the proposed office space which is required for approval of a Home Occupation Permit can be drawn on the reverse of this form.*

(For City Use Only)

Application complete, fee paid and notification checked: _____

Ann Swift, City Clerk

Approved: _____

Lawrence Rosenberg, Director of Public Works

Approved: _____

Geoffrey L. Grote, City Administrator

Date _____ HOP No. _____

City of Piedmont
NEIGHBORHOOD NOTIFICATION FORM
For Home Occupation Permit

Dear Resident:

The City of Piedmont is considering issuance of a Home Occupation Permit to your neighbor. The City Code requires that you be notified about this. Please sign and date this form.

Applicant's Name _____

Applicant's Address _____

Description of Business _____

Address	Signature	Date
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

(This form must be signed by all contiguous neighbors including those across the street and behind the applicant's residence and returned to the City Clerk's office by the applicant.)