

City of Lafayette

486 Third Street, P.O. Box 55
Lafayette Oregon 97127
Phone: (503) 864-2451 Fax: (503)864-4501

Fees:		
Non Refundable		\$50.00
Total Fee		\$50.00
File No.	_____	

HOME OCCUPATION APPLICATION

I. BACKGROUND INFORMATION

- (A) Applicant: _____ Phone: _____
- (B) Address: _____
- (C) Owner(s): _____ Phone: _____
- (D) Address: _____
- (E) Property Address: _____
- (F) Township, Range, Section, Tax Lot No.: _____
- (G) Zone: _____ Parcel Size: _____
- (H) Existing Use/Structures: _____
- (I) Application Proposal: _____

II. REVIEW CRITERIA

Section 2.306.01, of the Lafayette Land Use and Development Ordinance establishes findings that must be addressed before granting approval for a Home Occupation. **The applicant must provide a written response to the following:**

- A. Participation: No person shall be employed other than a member of the family residing on the premises.
- B. Character: The character and primary use function of the residence and premises shall not be changed by the use of colors, materials design, construction, lighting, landscaping or lack of landscaping.
- C. Traffic: A home occupation located on a local street, or privately maintained road serving three or more residences, shall not generate more than twenty (20) vehicle trips in one day. A "trip" is a vehicle traveling in one direction to or from a source. Twenty (20) trips is equivalent to ten (10) round trips.

- D. Noise: A home occupation shall not create noise of a type, duration or intensity which, measured at the property line, exceeds 60 DBA between the hours of 7:00 a.m. and 6:00 p.m. No noise shall be created by the home occupation between the hours of 6:00 p.m. and 7:00 a.m. that is detectable to normal sensory perception, off the premises of the home occupation.
- E. Equipment and Process Restrictions: No home occupation conducted within a single-family detached residence or an accessory structure shall create vibration, glare, fumes, odors, or electrical interference detectable to the normal sensory perception, off the property. No home occupation conducted in residence other than a single-family detached residence shall create vibration, glare, fumes, odors, or electrical interference detectable to normal sensory perception outside the dwelling unit. In the case of electrical interference, nothing shall be used which creates visual or auditory interference in any radio or television off the premises.
- F. Hazards: No equipment, process or material shall be used which will change the fire rating or structure separation, fire wall, or ventilation requirements for the structure in which the home occupation is located. No hazardous materials shall be used or stored on the property on which a home occupation located in quantities not typical of those customarily used in conjunction with activities or primary uses allowed in the zoning district.
- G. Signs: Signing shall be as provided in Section 2.206.
- H. On-Premise Client Contact: Customer and client contact shall be primarily by telephone or mail, and not on the premises of the home occupation, except those home occupations, such as tutoring, counseling or personal services, which cannot be conducted except by personal contact. Services or sales conducted on the premises shall be by appointment only, and shall not be oriented toward, or attract, off-the-street customer or client traffic.
- I. Prohibited businesses: The repair or maintenance of vehicles shall be prohibited. This prohibition includes the repair and/or maintenance of automobiles, trucks, recreational vehicles, trailers, motorcycles, farm equipment, boats, and, lawn mowers and other small engine equipment.
- J. Deliveries and Large Vehicle Storage: Delivery of materials to and from the premises shall not involve the use of vehicles over two (2) ton capacity, except parcel post or private parcel delivery trucks. Vehicles over one (1) ton capacity and used in conjunction with a home occupation shall be stored within an enclosed structure on the property. Regardless of capacity, storage of vehicles within the public right-of-way shall be prohibited.
- K. Parking: Parking spaces needed for the conduct of a home occupation shall be provided off the street, in defined areas which are appropriately designed and surfaced for that purpose, and not located within the side or rear yard setbacks of the district. No more than two (2) home occupation-related vehicles shall be located on the property at one time. If access to the property is from an arterial or collector street, adequate maneuvering room shall be provided on-site to allow vehicles to leave the property front-end first.
- L. Storage and Use of and Areas: Storage of tools, equipment and materials, and display of merchandise and all other activities associated with a home occupation, except as provided above for parking, shall be contained and conducted wholly within covered and enclosed structures and shall not be visible from the exterior of the containing structure(s). Home occupations which involve the care of children by a baby sitter, as defined in Section 1.200, may use yard areas for playground equipment.

III. APPLICATION REQUIREMENTS

- (A) ____ Completed and signed application form.
- (B) ____ Written response to the criteria in item II., above.
- (C) ____ Copy of the latest deed, sales contract, or title report indicating property ownership.

IV. SIGNATURES

IF THE CITY OF LAFAYETTE INCURES EXPENSES THAT EXCEED THE AMOUNT OF THE INITIAL REIMBURSEMENT FEE, THE APPLICANT SHALL BE RESPONSIBLE FOR PAYMENT OF THE ADDITIONAL COST, PER RESOLUTION 99-1. BY SIGNING BELOW YOU AGREE TO THESE TERMS. PLEASE INITIAL HERE _____

ALL OWNERS MUST SIGN THIS APPLICATION OR SUBMIT A LETTER OF CONSENT AUTHORIZING ANOTHER INDIVIDUAL TO MAKE THE APPLICATION. INCOMPLETE OR MISSING INFORMATION MAY DELAY THE REVIEW PROCESS.

Applicant Date

Owner Date

Owner Date

Office Use Only		
Submittal Date: _____	Payment: _____	Received by: _____
Application Accepted as Complete _____		