



2603 SANTA CLARA DRIVE SANTA CLARA, UT 84765

PHONE: 435-673-6712 FAX: 435-628-7338

Fillable form available on City Website at www.sccity.org

HOME OCCUPATION * CONDITIONAL USE PERMIT APPLICATION

APPLICATION FEE: \$50.00 (NON-REFUNDABLE)

TECHNICAL REVIEW COMMITTEE REVIEW AND APPROVAL REQUIRED

APPLICATION MUST BE SUBMITTED BY NOON ON TUESDAY PRIOR TO THE MEETING YOU WISH TO ATTEND

DATE SUBMITTED: _____

PROPERTY OWNER: _____ OWNER PHONE#: _____

APPLICANT NAME: _____

APPLICANT ADDRESS: _____

APPLICANT PHONE #: _____ EMAIL: _____

Please be specific answering the following questions:

1. What is the proposed home occupation? _____

2. How many clients will be coming to the home as a result of this application?

3. What provisions are available for parking? _____

4. What type of equipment, materials, machinery, tools and merchandise stock are involved in the home occupation? _____

5. What types of modifications to the home are anticipated? _____

APPLICANT MUST COMPLY WITH THE FOLLOWING PROVISIONS (PLEASE INITIAL):

- _____ 1. The occupation is limited to persons who actually reside on the premises.
- _____ 2. The applicant must obtain an annual City of Santa Clara business license.
- _____ 3. The occupation shall not be open to the public at times earlier than 8 a.m. or later than 9 p.m.
- _____ 4. A home occupation shall have no outdoor advertising, except as permitted by the Santa Clara City Code.
- _____ 5. Two occupations may be allowed if each is listed in the application.
- _____ 6. An occupation that attracts customers, clients or students to the premises shall provide adequate off-street parking.

- _____ 7. In order to guarantee that the home occupation, once authorized, will not become a nuisance to the neighbors, the Land Use Authority (Planning Commission and/or Technical Review Committee) may impose other reasonable conditions initially and also subsequently to protect health, safety, peace and welfare of the residents of the surrounding residential or agricultural area.
- _____ 8. A drawing of the floor plan of the home in which the home occupation will be conducted must accompany this application. The drawing will include the % of areas of the home to be used.

BUSINESS LICENSE FEE WAIVER REQUEST

_____ INITIAL HERE if you wish your home-based business to be considered for waiver of the annual business license fee, which may be waived if the business does not materially increase the offsite impact of the primary residential use (e.g., does not materially increase impacts on neighbors, the public, public streets, or public services). If you request this waiver, it is your responsibility to provide any information or explanations that you wish the Land Use Authority to consider when reviewing your request. The required application fee is not eligible to be waived. After an initial approval of waiver, continuing eligibility for the waiver may be reviewed by the City at any time.

License Fee Exemption Approval/City Signature

Date Approved

APPLICANT'S AFFIDAVIT

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.
Signed on the ___ day of _____ (month), _____(year), at Santa Clara, Utah.

Printed name

Property Owner or Agent's Signature

SANTA CLARA CITY HOME OCCUPATION CONDITIONAL USE PERMIT FLOOR PLAN

In the space below sketch the floor plan of your home. Please indicate the square footage of the entire home and the square footage of each room or area used for the home occupation. Also, show the location(s) of any storage items used in relation to the home occupation. Home occupation business shall be conducted wholly within the dwelling on the premises and shall not exceed 25% of the total floor area.

The home occupation shall not occupy any area in the garage unless the garage still functions for parking of at least one vehicle, and as long as two parking spaces for residential use are still available.

Please make sure drawing shows complete floor plan of home indicating the space to be used for your home office or other business use. You can find a floor plan on the Washington Co. Assessor website at:

<https://www.washco.utah.gov/departments/assessor/> Select Assessor Search and search by address or parcel #; then select Account Sketch to print a copy of your floor plan.