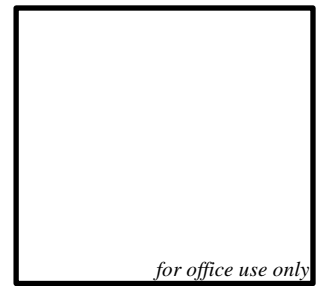


TOWN OF HAMPDEN

LAND & BUILDING SERVICES

Application for Home Business



This application covers Zoning Ordinance §4.10.1 Home Business. A business, profession, or trade which is conducted by a resident of the premises entirely within the residence or an accessory building, and does not involve more than occasional business vehicular traffic to the property. Examples include but are not limited to artists, desktop publishers, software developers, craftsmen, contractors who only operate an office at the home, and people who work at home and conduct business by mail or electronic communication (including employees who telecommute). Home businesses are subject to the provisions of Zoning Ordinance §4.10.4 and §4.10.5.

SECTION 1. OWNER/APPLICANT INFORMATION

Applicant Name: _____ **Phone:** _____

Mailing Address: _____ **Email:** _____

City/Town: _____ **State:** _____ **Zip:** _____ **Preferred Contact Method:** Phone Email

Applicant same as property owner? YES NO

Owner Name: _____ **Phone:** _____

Mailing Address: _____ **Email:** _____

City/Town: _____ **State:** _____ **Zip:** _____ **Preferred Contact Method:** Phone Email

SECTION 2. PROPERTY INFORMATION

Street Number: _____ **Street Name:** _____

Tax Map & Lot # _____ **Zoning District(s):** _____

Principal Structure Square Footage: _____ **Square Footage Utilized by Business:** _____

Accessory Structure Square Footage: _____ **Square Footage Utilized by Business:** _____

SECTION 3. PROJECT EVALUATION

1. Is the business operated by residents of the dwelling unit?

- Yes → Go to # 2
- No → Please consult with Town Staff before Continuing Application

2. Will there be any non-resident employees on-site?

- Yes → Please consult with Town Staff before Continuing Application
- No → Go to # 3

3. Is the activity clearly incidental and secondary to the primary use of the premises as a residence.

- Yes → Go to # 4
- No → Please consult with Town Staff before Continuing Application

4. Will there be window displays or other features not normally associated with residential use?

- Yes → Please consult with Town Staff before Continuing Application
- No → Go to # 5

5. Will there be commercial vehicles in excess of 34,000 lbs GVW used for delivery to or from premises?

- Yes → Please consult with Town Staff before Continuing Application
- No → Go to # 6

6. Is the business conducted entirely within the primary residence or accessory building on-site?

- Yes-Primary Residence → Go to # 7
- Yes-Accessory Structure → Go to # 7
- No → Please consult with Town Staff before Continuing Application

7. Will there be exterior display of products, exterior storage of materials, equipment, or vehicles used solely for the business?

- Yes → Please consult with Town Staff before Continuing Application
- No → Please continue below

SECTION 4. PROJECT DESCRIPTION

Describe the nature of the Home Business, including but not limited to sounds, noise, orders, gas, fumes, smoke, electrical interference, traffic generated, etc. Be thorough to avoid delays in the review of the project. Please attach any other information you feel may be helpful in the evaluation of the project.

SECTION 5. CERTIFICATION

I hereby certify that I have been authorized by the owner of record to make this application as his/her authorized agent. I further certify that the information provided on this application and any supporting data submitted as an attachment is accurate to the best of my knowledge. I agree to comply with all applicable laws, rules, regulations, ordinances, etc.

Signature of Applicant: _____ Date: _____

Signature of Owner: _____ Date: _____

Staff Use Only

Permit #: _____

CEO Review

CEO Notes: _____
