

TOWN OF WINDSOR



Established 1902

APPLICATION FOR HOME OCCUPATION PERMIT

Fee: \$ 25.00

(in accordance with the current **Fee Schedule**)

| | | | | |
|---|---------------------|---|-------------------------|----------|
| Applicant Information | Name | | Business Title | |
| | Business Legal Name | | Doing Business As (DBA) | |
| | Mailing Address | | City/State | Zip Code |
| | Email | | Phone | |
| Property Information | Owner Name | Owner Phone | Owner Email | |
| | Address | | City/State | Zip Code |
| Proposed Use | | | | |
| Total Gross Floor Area of the Dwelling ¹ | | Gross Floor Area of the Existing Home Occupation (if any) | | |
| Gross Floor Area of the Proposed Home Occupation | | Cumulative Percentage of All HOC Areas | | |
| Authorized Agent(s) (Requires additional Affidavit) | | | | |
| Information to be Completed by Staff | | | | |
| GPIN | Zoning District | Acreage | Magisterial District | |

¹ The sum of total horizontal areas of the several floors measured from the interior faces of exterior walls.

This certificate represents zoning approval to conduct the Home Occupation identified above.

1. No employees shall be permitted to work on the premises, except for family members residing in the dwelling and/or up to two employees other than immediate members of the family residing on the premises may be employed on the premises. **Employees are individuals, members of a partnership, limited liability company and members and officers of a corporation and business trust associated with a business activity conducted within a dwelling unit.**
2. Operation does not generate excessive traffic or produce obnoxious odors, glare, noise, vibration, electrical disturbance, radioactivity, or other conditions detrimental to the character of the surrounding area
3. The operation must be conducted entirely within a dwelling unit (not in any accessory structure, i.e., detached shed/garage) by the residents of that unit which is clearly incidental and secondary to the principal use as a dwelling unit.
4. The area devoted to the home occupation shall not exceed 50 percent (50%) of the gross floor area of the dwelling unit.

I hereby apply for approval to conduct the Home Occupation identified above and certify that this address is my legal residence. I have read, understand, and will abide by the above conditions and restrictions on Home Occupations. This approval is based solely on the information provided herein. If such information should be proven inaccurate at a later date, approval will be considered invalid.

Applicant Signature (Required) _____

Signed this _____ day of _____, _____

Property Owner Signature (Required) _____

Signed this _____ day of _____, _____