



**VILLAGE OF SPARTA
HOME OCCUPATION PERMIT**

Applicant Information:

Name: _____ Date: _____

Address: _____

City: _____ State: _____ Zipcode: _____

Daytime Phone: _____ Evening Phone: _____

Property Information:

Property Owner: _____

Address: _____

City: _____ State: _____ Zipcode: _____

Daytime Phone: _____ Evening Phone: _____

Property Address: _____ Current Zoning: _____

Permanent Parcel #: _____

Name of Business: _____

Number of Employees: _____ Number of Parking Spaces On Site: _____

Percentage of Total Square Feet Dedicated to the Business: _____

Description of Business Activities: _____

- *A floor plan of the dwelling unit, drawn to scale, depicting the area to be utilized for the home occupation must accompany this application.*
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By signing this permit application, I assert that the following standards for the home occupation named in this application shall meet at all times during the existence of the home occupation listed in this permit:

- 1) That the business named in this application shall be conducted within the premises of a single-family detached dwelling unit.
- 2) That the business named in this application shall not allow the outdoor, on-site storage of materials, equipment, or accessory items and/or display of materials, goods or supplies of the business named in this application. That the on-site storage of commercial vehicles used incidentally to the business named in this application will not exceed sixty (60) consecutive days.
- 3) That the business named in this application will be limited to the main structure/building and that all activities of the business shall be carried on entirely within the dwelling unit.
- 4) That the business named in this application shall be limited to no more than twenty-five percent (25%) or three hundred (300) square feet, whichever is smaller, of the gross floor area of the main building.
- 5) That the business named in this application shall not generate a traffic burden through excessive traffic or create an adverse effect for the general area in which it is located.
- 6) That the business named in this application shall provide for off-street parking for the clientele associated with the business.
- 7) That no retail or other sales of merchandise or products shall be conducted upon the premises except for incidental products directly related to or necessary for the business listed in this application.
- 8) That no exterior modifications to any building or structure shall be conducted as a method to expand or improve the business listed in this application.
- 9) That the business named in this application will not be detectable to the normal senses off the lot or produce fumes, odors, dust, vibration, noise, smoke, electrical interference, fire hazard or other conditions which might pose a nuisance to adjacent properties.

Applicant's Signature: _____ Date: _____
Digital Signatures Accepted

TO BE COMPLETED BY VILLAGE

Date Application and Fee Received: _____ Staff Initials: _____

Application is: _____ Approved _____ Denied Receipt #: _____

Explanation: _____

Zoning Administrator: _____ Date: _____

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