



BONNER COUNTY PLANNING DEPARTMENT

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HOME OCCUPATION PERMIT APPLICATION

FOR OFFICE USE ONLY:

FILE #	RECEIVED:
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PROJECT DESCRIPTION:

<input type="checkbox"/> Tier I – Home Occupation	<input type="checkbox"/> Tier II – Home Occupation	<input type="checkbox"/> Tier III – Home Occupation
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APPLICANT INFORMATION:

Landowner name:		
Mailing address:		
City:	State:	Zip code:
Telephone:	Fax:	
E-mail:		

REPRESENTATIVE'S INFORMATION:

Representative's name:		
Company name:		
Mailing address:		
City:	State:	Zip code:
Telephone:	Fax:	
E-mail:		

ADDITIONAL APPLICANT REPRESENTATIVE INFORMATION:

Name/Relationship to project:		
Company name:		
Mailing address:		
City:	State:	Zip code:
Telephone:	Fax:	
E-mail:		

PARCEL INFORMATION:

Section #:	Township:	Range:	Parcel Acreage:
Parcel # (s):			

Legal description:	
Current landowner's name:	
Current zoning:	Current use:
What zoning districts border the project site?	
North:	East:
South:	West:
Comprehensive plan designation:	
Uses of the surrounding land (describe lot sizes, structures, uses):	
North:	
South:	
East:	
West:	
Nearest city:	Distance to the nearest city:
Detailed directions to site:	

ADDITIONAL PROJECT DESCRIPTION:

Business Name:	Type of Business:
Describe the proposed use:	
Please describe in detail all applicable uses/plans for subject property, including:	
1) Size of buildings to be used for the home occupation:	
2) Type of buildings (home, garage...)	
3) Type of machinery to be use for the home occupation:	
4) Storage plans for the home occupation:	
5) Expected start-up dates:	

6) # of employees:
7) Hours of operation:
8) Expected customers per day:
9) Maximum number of customers at any one time:
10) Associated functions (if any):
11) Number of vehicles to be used in the home-based business:
12) Parking, loading areas:
13) Advertising sign, size and location (Signs are not to exceed 4 square feet):
14) Lighting plans:
15) Solid waste management plan:
16) Complete detail of scope/process:
17) If required, are landscaping plans attached? <input type="checkbox"/> Yes <input type="checkbox"/> No

ACCESS INFORMATION:

Please check the appropriate boxes:

<input type="checkbox"/>	<u>Private Easement</u> <input type="checkbox"/> <u>Existing</u> <input type="checkbox"/> <u>Proposed</u> Describe travel surface (e.g., gravel, dirt, paved, etc.), travel way width, road grade and easement width. Include recorded instrument number for existing easements & name, if existing:
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<input type="checkbox"/>	<u>Public Road</u> <input type="checkbox"/> <u>Existing</u> <input type="checkbox"/> <u>Proposed</u> Describe travel surface (e.g., gravel, dirt, paved, etc.), travel way width, road grade right-of-way width and name, if existing:
<input type="checkbox"/>	<u>Combination of Public Road/Private Easement</u> <input type="checkbox"/> <u>Existing</u> <input type="checkbox"/> <u>Proposed</u> Describe travel surface (e.g., gravel, dirt, paved, etc.), travel way width, road grade and right-of-way/easement width and road name, if existing:

SITE INFORMATION:

Please provide a detailed description of the following land features:	
Topography (lay of the land), including estimated maximum slope, rock outcroppings, benches, etc:	
Water courses (lakes, streams, rivers & other bodies of water):	
Springs & wells:	
Existing structures (size & use):	
Land cover (timber, pastures, etc):	
Are wetlands present on site? <input type="checkbox"/> Yes <input type="checkbox"/> No	Source of information:
Other pertinent information (attach additional pages if needed):	

SERVICES:

Sewage disposal will be provided by:

Existing Community System - List name of sewer district or provider and type of system:

Proposed Community System – List type & proposed ownership:

Individual system – List type:

Explain the type of sewage system, capacity, maintenance plan, location of facilities, if applicable and other details:

Water will be supplied by:

Existing public or community system - List name of provider:

Proposed Community System – List type & proposed ownership:

Individual well

Please explain the water source, capacity, system maintenance plan, storage and delivery system and other details:

Distance (in miles) to the nearest:

Public/Community Sewer System:

Solid Waste Collection Facility:

Public/Community Water System:

Fire Station:

Elementary School:

Secondary Schools:

County Road:

County Road Name:

Which fire district will serve the project site?

Which power company will serve the project site?

NARRATIVE STATEMENT:

How is the use designed to avoid a hazard or dangers to persons on or adjacent to the property?

Explain the effects of elements such as noise, light glare, odor, fumes and vibrations on adjoining property:

How is the proposed use compatible with the adjoining land uses:

(FOR TIER III – HOME OCCUPATIONS ONLY)

How is the use/plan in accordance with the general and specific objectives of the Comprehensive Plan? (Copy of goals and objectives attached)

Property Rights:

Population:

School facilities & Transportation:

Economic Development:

Land Use:

Natural Resources:

Hazardous Areas:

Public Services:
Transportation:
Recreation:
Special Areas or Sites:
Housing:
Community Design:
Agriculture:
Implementation: (Not required to complete this element)

I hereby certify that all the information, statements, attachments and exhibits submitted herewith are true to the best of my knowledge. I further grant permission to Bonner County employees and representatives, elected or appointed officials to enter upon the subject land to make examinations, post the property or review the premises relative to the processing of this application.

Landowner's signature: _____ Date: _____

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