

West Point City  
3200 W 300 N  
West Point, UT 84015



westpointcity.org  
(801) 776-0970

## MINOR HOME OCCUPATION LICENSE APPLICATION

APPLICATION DATE: \_\_\_\_\_ APPLICANT PHONE #: \_\_\_\_\_

LEGAL BUSINESS NAME: \_\_\_\_\_

ADDRESS OF BUSINESS: \_\_\_\_\_ STATE TAX ID#: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_ FEDERAL ID#: \_\_\_\_\_

BUSINESS OWNER NAME: \_\_\_\_\_

BUSINESS OWNER ADDRESS: \_\_\_\_\_

(IF DIFFERENT THAN BUSINESS) CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

### BUSINESS/ORGANIZATION TYPE:

- PROPRIETORSHIP       PARTNERSHIP       CORPORATION       LIMITED LIABILITY CORP.

### DETAILED DESCRIPTION OF BUSINESS AND IMPACT ON RESIDENTIAL USE:

(USE SEPARATE SHEET IF NEEDED)

I/WE \_\_\_\_\_ HEREBY CERTIFY THAT THE INFORMATION PROVIDED IS CORRECT AND TRUE TO THE BEST OF MY KNOWLEDGE AND FURTHER AGREE TO RELEASE INFORMATION REGARDING THIS APPLICATION IF DEEMED NECESSARY BY WEST POINT CITY. I/WE FURTHER AGREE TO CONDUCT BUSINESS STRICTLY IN ACCORDANCE WITH THE LAWS COVERING HOME OCCUPATIONS CONTAINED IN THE WEST POINT CITY CODE. I/WE FURTHER UNDERSTAND THAT ANY DEVIATION FROM THESE STANDARDS SHALL BE GROUNDS FOR REVOCATION OF THE HOME OCCUPATION BUSINESS LICENSE PRIVILEGE.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## **MINOR HOME OCCUPATION REQUIREMENTS AND STANDARDS**

*A minor home occupation shall meet all of the standards listed below. A home occupation that does not meet all the standards below shall be considered a major home occupation, which is a conditional use in all residential zones and must be approved by the Planning Commission, including all daycare/preschool businesses and Dog Kennel businesses. If your home occupation is either a daycare/preschool or Dog Kennel business a different form will need to be completed.*

**Please initial compliance with the required standards. If you do not meet these standards your permit cannot be approved.**

*Initials*

	1. The use shall be clearly incidental and secondary to the use of the dwelling for dwelling purposes and the appearance of the structure shall not be altered or the occupation within the residence be conducted in a manner which would cause the premises to differ from its residential character either by the use of colors, materials, construction, lighting or the emission of sounds, noises or vibrations.
	2. No more than 300 square feet, or 20%, of the gross floor area of the dwelling may be used for the home occupation (the least restrictive shall apply). Accessory buildings as allowed in the zone district may be used for home occupations as permitted. Home occupation shall occupy no more than 5% of the lot area.
	3. There shall be no signs present on the property except for 1 wall sign. The sign shall not exceed 2 square feet, indicating the address and the occupant's name (ex. "Joe Smith - Accounting").
	4. There shall not be conducted on the premises any business of selling stocks of merchandise, supplies or products provided that incidental retail sales may be made in connection with other permitted home occupations; for example a single chair beauty parlor would be allowed to sell combs, hair sprays, and other miscellaneous items to customers. However, a dressmaker would be required to do only custom work for specific clients and would not be allowed to develop stocks of dresses for sale to the general public.
	5. There shall be no exterior storage on the premises of material used in the home occupation including explosive material. No activity shall be allowed which would interfere with radio or television transmission in the area; nor shall there be any offensive noise, lighting, vibration, smoke, dust, odors, heat or glare noticeable at or beyond the property line.
	6. Commercial suppliers deliveries can only be made once per week and shall not restrict traffic circulation.
	7. Parties for the purpose of selling merchandise or taking orders shall only be held 4 times per month.
	8. Notwithstanding any provision contained herein to the contrary, garage, basement, yard or other similar sales are permitted only 2 times per year and each sale shall not last more than 2 consecutive days.
	9. The allowable number and size of vehicles/equipment used by the home occupation shall be determined by the Planning Commission. Only one over 22 ft length vehicle shall be used for the home occupation. Vehicles over 22 ft in length including trailers shall not be parked on the street or within a yard abutting a street.
	10. The use shall be conducted primarily within the dwelling site and carried on only by the bonafide resident thereof and no others.
	11. A permit for a home occupation is valid for only the original applicant and is not transferrable to any resident, address or other occupation. Upon termination of the applicant's residency, the home occupation permit is null and void.
	<p><b>12. Enforcement/Revocation. The following shall be considered grounds for revocation of a home occupation license or for assessment of fines as specified:</b></p> <p>Any change in use, extent of use, area of the dwelling unit being used or mechanical/electrical equipment being used that is different from that specified in the original granted home occupation license that is not approved by the Community Development Director for minor occupations or by the Planning Commission for major home occupations.</p> <p>Failure to allow periodic inspections by the building official or his/her representative at a reasonable time when an adult member of the family is present may result in revocation of the home occupation license.</p>