



Butte County Department of Development Services

PERMIT CENTER

7 County Center Drive, Oroville, CA 95965

Planning Division Phone 530.552.3701 Fax 530.538.7785

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FORM NO

PLA-02

**MINOR HOME OCCUPATION
ADMINISTRATIVE PERMIT (BCC 24-162 et seq.)**

APPLICANT INFORMATION

APPLICANT'S NAME		PHONE NUMBER ()	
MAILING ADDRESS	CITY	STATE	ZIP CODE

PROPERTY INFORMATION

PROPERTY OWNER (if different from the applicant)		ASSESSOR'S PARCEL NUMBER	
SITE ADDRESS		CITY	ZIP CODE
SIZE OF PROPERTY	EXISTING LAND USE	WILL THERE BE CUSTOMERS VISITING THE BUSINESS? <input type="checkbox"/> Yes <input type="checkbox"/> No How Many Per Week? _____	
EMPLOYEES? (OTHER THAN RESIDENTS) <input type="checkbox"/> Yes <input type="checkbox"/> No	TOTAL HOME AREA (SQ FT)	AREA OF HOME DEDICATED TO BUSINESS (SQ FT)	
DESCRIPTION OF PROPOSED BUSINESS / BUSINESS ACTIVITIES WITHIN THE HOME (use separate sheet, if necessary)			

APPLICANT'S ACKNOWLEDGEMENT

I have read and agree to comply with the permit requirements as set forth on Page 2. I further understand that should the structure or activities expand beyond the description for this permit, that I will notify the county to obtain any necessary approvals.

APPLICANT'S SIGNATURE	DATE
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STAFF USE ONLY

APPLICATION REVIEWER	ZONE DISTRICT	EH CLEARANCE <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	PUBLIC WORKS CLEARANCE <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A
PROJECT NUMBER ADM_____-_____	BUILDING PERMIT REQUIRED? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	BUILDING PERMIT NUMBER BP_____-_____	

ZONING ADMINISTRATOR APPROVAL	DATE
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PERMIT REQUIREMENTS

A business conducted inside a home must be accessory to the residence, and compatible to the residential characteristics of the surrounding neighborhood. Any business operated from the home must comply with the following standards as set forth in Section 24-162 of the Butte County Code:

1. The proposed home occupation shall be clearly incidental and subordinate to the primary residential use of the dwelling unit.
2. Goods and materials associated with the home occupation shall be stored within an enclosed structure. The storage of flammable, combustible, or explosive materials is prohibited.
3. No additional vehicles, except for those that would ordinarily be located at the residence, shall be permitted in conjunction with the home occupation.
4. The proposed home occupation shall not generate dust, odors, noise, vibration, or electrical interference or fluctuation that is perceptible beyond the property line.
5. Deliveries and pick-ups for home occupations shall not exceed the volume normally associated with residential uses, shall not interfere with vehicle circulation, and shall occur only between 8:00 a.m. and 8:00 p.m., Monday through Saturday.
6. The home occupation shall be located entirely within the dwelling unit, attached garage, or detached garage or accessory structure, and shall not occupy more than 25 percent of the gross floor area of the dwelling unit.
7. Any employees of a home office or home occupation shall be limited to the persons residing in the dwelling unit.
8. No more than six clients per day are permitted to visit the home occupation. Hours for visits shall be between 8:00 a.m. and 8:00 p.m.
9. One single, non-illuminated, wall-mounted sign of not more than 6 square feet in area is permitted.
10. The proposed home occupation shall comply with accessibility requirements of the California Building Code, including parking and path of travel into the proposed place of business.
11. This Administrative Permit is valid only when accompanied by a copy of the approved site plan.
12. The Zoning Administrator may revoke its approval of this Administrative Permit, if any of the following applies:
 - a. The applicant or property owner has altered the circumstances under which the permit was granted to a degree that one or more of the findings required to grant the original permit can no longer be made;
 - b. Permit issuance was based on misrepresentation by the applicant through the omission of a material statement in the application;
 - c. One or more of the permit conditions of approval have not been complied with or fulfilled;
 - d. The applicant or property owner has failed or refused to allow inspections for compliance;
 - e. Improvements authorized by the permit are in violation of the Zoning Ordinance or any law, ordinance, regulation, or statute; or
 - f. The use is being operated in a manner which constitutes a nuisance.

Applicant's Initials