



CITY OF SHASTA LAKE
DEVELOPMENT SERVICES
 4477 Main Street, Shasta Lake 96019
 (530) 275-7430 ~ permit@cityofshastalake.org

HOME OCCUPATION AFFIDAVIT

Business License Number _____

Home Occupation Permit _____

Property Address: _____

I hereby agree to comply with all requirements of Home Occupation permit conditions, established by the director of Development Services or his/her designee, pursuant to City of Shasta Lake Zoning Code Section 17.88.155, Home Occupation:

A home occupation may be established on a lot in addition to a permitted residential use provided:

1. There shall be no exterior evidence of the conduct of a home occupation, including, but not limited to, outside storage, electrical interference, dust, smoke, vibration, noise odors, fumes or advertising signs of any kind;
2. It is conducted in the home, an attached garage or in a residential accessory building;
3. The floor space occupied by a home occupation shall not exceed twenty-five percent of the floor space of the dwelling unit if located within the dwelling unit, or four hundred square feet if in an attached garage or residential accessory building;
4. No items may be displayed or sold on the exterior of the residence or accessory building.
5. It shall be conducted only by persons residing at the dwelling unit in which the home occupation exists. No other persons may be engaged in or employed for purposes of a home occupation;
6. The number of customer vehicle trips generated by the home occupation is limited as follows:
 - a) If the lot is one acre or less in size, up to four customer vehicle trips may be permitted daily;
 - b) If the lot is larger than one acre in size, up to eight customer vehicle trips may be permitted daily.
7. Customer vehicle trips shall be limited to 7:00 A.M. to 8:00 P.M. Monday through Saturday, and 8:00 A.M. to 5:00 P.M. Sundays.
8. If the home occupation generates more customer vehicle trips than allowed under Section 6 above, a use permit must be secured in lieu of an administrative permit.

NOTE: *Staff has the discretion, per City of Shasta Lake Municipal Code Section 17.92.050 to refer any application for an administrative permit to the Planning Commission for a public hearing. For Home Occupation Permits subject to a public hearing, the applicant will be charged the fee for a standard Administrative Permit.*

Applicant's Signature

Date



City of Shasta Lake Home Occupation Permit Application

1. Business Owner	
Name	e-mail address
Mailing Address	City / State / Zip
Telephone	Fax

2. Property Owner Check Here if Same as Applicant: <input type="checkbox"/>	
Name	e-mail address
Mailing Address	City / State / Zip
Telephone	Fax

3. Property Information (where business is conducted)	
Address	Assessor's Parcel Number (if known)

4. Business Description :
What portion of the home will be used for business activities?
Will customers visit the home?
What materials or supplies will be stored on the premises?
If assembly or manufacturing is involved, attach a description of the process performed at the home.
Will the business activity generate waste products? If yes, what is the plan for disposal of that waste?

5. County and State required documentation and licensing	
Fictitious Business Name filing (FBN Number, Issued by Shasta County Clerk):	
Bureau of Equalization Number (resale tax number)	

6. Applicant / Property Owner Signature	
APPLICANT: I have reviewed this application and the attached material. The provided information is accurate. _____ Signature Date	PROPERTY OWNER: I have read this Application and consent to its filing. _____ Signature Date

OFFICE USE ONLY		
Site Acreage	Zoning	General Plan
Application Number HO (year-series)	Date Received	Date Application Certified Complete
Home Occupation Permit Fee: _____ + Business License Fee: _____ Total Fees: _____	Other Discretionary Permits _____ _____	