



# Zoning Division

# Conditional Home Occupation Permit Application

<b>Owner Information:</b> Owner _____ Address _____ Phone _____	<b>Applicant Information:</b> Applicant _____ Address _____ Phone _____
Surveying Co: _____	E-Mail _____
Engineer: _____	Phone _____
Property Address or Address Range (Block)	
Brief legal(s) (Sec./Twp./Range)	
GPN(s)	
Rural Land Use Map Designation	
Current Zoning	Total Acres
<b>Submittal Requirements: Application, Minor Site Plan, Fee</b> <b>See attached pages for additional submittal requirements.</b>	
<p>The undersigned is/are the owner(s) of the described property on this application, located in the unincorporated area of Linn County, Iowa, assuring that the information provided herein is true and correct. I hereby give my consent for the office of Linn County Planning and Development to conduct a site visit and photograph the subject property.</p> <p>This development is subject to and shall be required, as a condition of final development approval, to comply with all Unified Development Code policies, requirements, and standards that are in effect at the time of final development approval. Conditional Home Occupation Permits granted by the Board of Adjustment do not supersede deed restrictions, restrictive covenants, or rules adopted by a homeowners' association.</p>	
Owner _____	Applicant _____
Date _____	Date _____
Case # _____	Date Received
Receipt# _____	

**Provide a complete description of the Home Occupation:**

**Proposed days & hours of operation:**

**Estimate the number of customers coming to the site:**

Daily \_\_\_\_\_

Weekly \_\_\_\_\_

**Estimate the number of deliveries coming to the site:**

Daily \_\_\_\_\_

Weekly \_\_\_\_\_

**What type of County, State and/or Federal permits will be needed to operate the Home Occupation?**  
(i.e. DNR, IRS, Food Service, Dept of Agriculture)

**The Home Occupation is proposed to be located:**

- in the residential structure
- in a new addition to the residential structure
- in an existing accessory structure on site (not in the residence)
- in a new accessory structure to be constructed.

\_\_\_\_\_ # Square feet that will utilized only for the Home Occupation

\_\_\_\_\_ # Total square feet of the structure

**List any commercial vehicles that will be parked/stored outside:**

**List any business related equipment or materials that will be stored outside:**

**Will there be any odors, vibrations, glare, fumes, or electrical interference detectable outside the structure?**

YES NO

If yes, please describe:

**Will any hazardous materials be stored on the site?**

YES NO

If yes, please list types and estimated quantities

**Will there be a sign? (Per UDC Table 107-113, below) YES NO**

If yes, show on the Minor Site Plan and include dimensions, details and content.

**Number of nonresident employees on premises at any one time:** \_\_\_\_\_

**Conditional and permitted home occupations shall comply with the floor area limits, limits on the number of nonresident employees on the premises at any one time, parking requirements and requirements for maximum size of allowed sign as shown on the following table:**

Lot or Parcel size	Total floor area of home occupation		Maximum number of nonresident employees on premises at any one time		Minimum number of off-street parking spaces	Maximum size for allowed sign <sup>3</sup>	
	Permitted <sup>1</sup>	Conditional <sup>2</sup>	Permitted	Conditional		Permitted	Conditional
1.00 or Less	Limited to residence	750 sq. ft.	Not Allowed	1	2	Not Allowed	8 sq. ft.
1.01 to 1.99 acres	Limited to residence	1,000 sq. ft.	Not Allowed	1	2	Not Allowed	8 sq. ft.
2.00 to 4.99 acres	Limited to residence	1,200 sq. ft.	Not Allowed	2	3	Not Allowed	12 sq. ft.
5.00 to 9.99 acres	Limited to residence	1,750 sq. ft.	Not Allowed	3	4	Not Allowed	16 sq. ft.
10 acres or greater	Limited to residence	2,500 sq. ft.	Not Allowed	5	6	Not Allowed	32 sq. ft.

<sup>1</sup>Floor area of the home occupation must be subordinate to the floor area of the residence.

<sup>2</sup>Total floor area includes the sum of the area used for a home occupation in an accessory structure and residence.

<sup>3</sup>Maximum sign height shall not exceed five feet (5') in height. No illumination shall be permitted.

**In order to process this application a Minor Site Plan and a specific interior use plan must be submitted (per Article IV, Sec. 107-71).**