

WEST POINT CITY CORPORATION  
3200 WEST 300 NORTH  
WEST POINT, UTAH 84015  
TELEPHONE: (801) 776-0970 FAX: (801) 825-3001

MINOR HOME OCCUPATION LICENSE APPLICATION  
(CONDITIONAL USE PERMIT)

Name of Business \_\_\_\_\_ Telephone # \_\_\_\_\_

Business Address \_\_\_\_\_ Federal ID # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Social Security # \_\_\_\_\_

Mailing Address \_\_\_\_\_ State Sales Tax # \_\_\_\_\_

Name of Business Owner \_\_\_\_\_

Address of Business Owner \_\_\_\_\_

Birth Date \_\_\_\_\_ Driver License # \_\_\_\_\_

**TYPE OF ORGANIZATION:** Corporation Partnership Proprietorship

**DETAILED DESCRIPTION OF BUSINESS AND IMPACT ON RESIDENTIAL USE:** (Attach a separate sheet as needed)

---

---

---

---

I/We, \_\_\_\_\_ hereby certify that information provided is correct and agree to release of information regarding this application and further agree to conduct business strictly in accordance with the laws covering home occupations contained in West Point City Code Title 17, Chap 17, and as amended by Ordinance No. 10-18-2005. I/We further understand that any deviation from these standards shall be grounds for revocation of my/our home occupation business license privilege.

Date \_\_\_\_\_

Signature \_\_\_\_\_

---

---

Conditional Use Permit	\$50.00	Date Paid	_____	By	_____
Business License Fee (See Table)		Date Paid	_____	By	_____

**BUSINESS LICENSE PRORATING TABLE**

January \$50  
February \$50

March \$41.50  
April \$41.50

May \$33.00  
June \$33.00

July \$24.50  
August \$24.50

September \$16.00  
October \$16.00

November \$7.50  
December \$7.50

## MINOR HOME OCCUPATION AFFIDAVIT

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. All day care/preschool business and all Dog Kennel uses are considered major home occupations and must be approved by the Planning Commission. If your home occupation is either a day care/preschool or an application for a Dog Kennel License, please complete the appropriate application.

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

### MINOR HOME OCCUPATION STANDARDS

#### Initial Compliance

	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 twenty percent (20%) of the gross floor area of the dwelling, may be used for 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 five percent (5%) of the lot area.
	3. There shall be no signs present on the property except for one wall sign, not to exceed two square feet, indicating the address and the occupant's name, or example, "Joe Doe-Accountant."
	4. There shall not be conducted on the premises the 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 spray, 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 nor of any 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. Deliveries from commercial suppliers may not be made more than once each week, and the deliveries shall not restrict traffic circulation.
	7. Parties for the purpose of selling merchandise or taking orders shall not be held more often than four times each month.
	8. Notwithstanding any provision contained herein to the contrary, garage, basement, yard, or other similar sales shall be permitted not more than twice a year, and each sale shall not last more than two (2) consecutive days.
	9. The allowable number and size of vehicles and equipment used by the home occupation shall be as determined by the Planning Commission. Only one (1) over twenty-two feet (22') in length shall be used in home occupation. Vehicles over twenty-two feet (22') in length including trailers shall not be parked on the street nor within a yard abutting a street.
	10. The use shall be conducted primarily within the dwelling site and carried on by the bone fide residents thereof and no others.
	11. A permit for a home occupation is valid for only the original applicant and is not transferable to any resident, address or any other occupation. Upon termination of the applicant's residency, the home occupation permit shall become null and void.
	12. Written agreements from all adjoining residential property owners will accompany this application. Complete attached Neighborhood Agreement.
	<p><b>13. Enforcement and Revocation. The following shall be considered as grounds for the revocation of a home occupation license or for the assessment of fines as specified.</b></p> <p>(1) Any change in use or any changes in extent of use, area of the dwelling unit being used, or mechanical or electrical equipment being used that is different from that specified in the granted home occupation license that is not first cleared and approved by the Planning Director for minor occupations or by the Planning Commission in the case of major home occupations shall be grounds for the revocation of a home occupation license.</p> <p>(2) Failure to allow periodic inspections by the building official or his representative at a reasonable time when an adult member of the family is present may result in the revocation of the home occupation license.</p>

I, \_\_\_\_\_, hereby certify that I have read and understand the preceding information regarding home occupation, and that any

business conducted from my home will conform to the standards herein set forth. I further understand that any deviation from the above standards shall be grounds for revocation of my home occupation business license privilege for,

\_\_\_\_\_  
Name of Business

\_\_\_\_\_  
Signature

**APPROVAL**

Code Enforcement Officer	_____	_____
	Signature	Date
Director, Comm. Dev	_____	_____
	Signature	Date
Chair Planning Comm.	_____	_____
	Signature	Date

## NEIGHBOR AGREEMENT

Please secure agreement from all residences which are adjoining your property, including houses to the sides and back and also homes across the street from your property and have them sign below.

Name

Address

Signature

---

---

---

---

---

---

---

---

---

---