



Town of Ross

Planning Department

Post Office Box 320, Ross, CA 94957

Phone (415) 453-1453, option 5 Fax (415) 453-1950

Web www.townofross.org Email ccahill@townofross.org

HOME OCCUPATION - HOME BUSINESS APPLICATION

Legal Owner of Parcel _____

Mailing Address _____

City _____ *State* _____ *ZIP* _____

Home Phone _____ *Business Phone* _____

Fax _____ *Email* _____

Assessor's Parcel Number _____

Parcel Address _____

Applicant (If not owner) _____

Mailing Address _____

City _____ *State* _____ *ZIP* _____

Home Phone _____ *Business Phone* _____

Fax _____ *Email* _____

Proposed Use

A Home Occupation Permit or Home Business Use Permit is hereby requested to permit the following (Continued on next page):

Mandatory Findings

Home Occupation

In granting a home occupation permit the Planning Director must find that the proposed home occupation meets each of the following criteria:

1. The use is clearly incidental and secondary to the use of the dwelling for dwelling purposes;
2. The use is confined completely within a legal dwelling and occupies not more than twenty-five percent (25%) of the floor space of the dwelling or a portion of an accessory building;
3. The use is carried on by members of the family occupying the dwelling, with no other people employed on-site;
4. There shall be no advertising sign, nor display, nor stock in trade, nor commodity sold on the premises;
5. There shall be no activity outside of the dwelling not normally associated with residential use, nor shall the home occupation generate a character and volume of vehicular traffic not normally associated with residential use;
6. No garaging nor storing of vehicles bearing any advertising related to the home occupation shall be permitted, nor shall any type of commercial vehicle be used in connection with the home occupation or be parked on the property;
7. A home occupation shall not create excessive parking at the location, nor shall it displace any off-street motor vehicle parking space required by the Town;
8. No professional offices are allowed, specifically including, but not limited to: the healing arts, law, accounting, real estate, clergy, insurance, and similar professional or semiprofessional offices;
9. No listing or advertising of the address of such home occupation for business purposes is permitted except normal listing, not including display ads, in telephone, business and town directories, and in newspapers and magazines.
10. A home occupation shall produce no external evidence of its existence; there shall be no mechanical equipment used except such as is necessary and customary for connection to one hundred ten and two hundred twenty volt circuit; no outside operations or storage; no alteration of the residential appearance of the premises, and no process which is hazardous to the health, safety, or general welfare of the public, or which emits smoke, dust, noise, fumes, odors, vibrations, glare, or electrical disturbance onto any other premises.

Certification

I HEREBY CERTIFY under penalty of perjury that I have made every reasonable effort to ascertain the accuracy of the data contained in the statements, maps, drawings, plans, and specifications submitted with this application and that said information is true and correct to the best of my knowledge and belief. I further consent to any permit issued in reliance thereon being declared by the Town Council to be null and void in the event that

anything contained therein is found to be erroneous because of an intentional or negligent misstatement of fact.

I HEREBY FURTHER CERTIFY and agree that if a use permit is granted by the Town Council, under the provisions of the Ross Municipal Code, I shall abide by the conditions set forth in such use permit, and all other applicable rules, regulations, ordinances, and laws governing such use and/or buildings; and that this use permit application, if granted, may be recorded by the Town of Ross.

I HEREBY FURTHER CERTIFY and agree that if a home occupation permit is requested, the proposed home occupation will meet all of the criteria included under Mandatory Findings- Home Occupation above. If, at any time, the home occupation ceases to meet all of the required criteria, I consent to and understand that the home occupation permit shall lapse without further warning or notice.

I HEREBY FURTHER CERTIFY that I have read the Home Occupation/ Home Business Fact Sheet and understand the processing procedures and application submittal requirement.

Signature of Applicant

Date

Signature of Owner

Date

Town Email List

If you would like to receive copies of upcoming Town Council agendas and other items of interest to Ross residents please give us your email address below.

Email(s) _____

Alternate Format Information

The Town of Ross provides written materials in an alternate format as an accommodation to individuals with disabilities that adversely affect their ability to utilize standard print materials. To request written materials in an alternate format please contact the Ross Town Clerk at (415) 453-1453, extension 105.