

Date Received:

LAND MANAGEMENT DIVISION



TYPE II LAND USE APPLICATION
Home Occupation: RR Zone

PUBLIC WORKS DEPARTMENT 3050 N. DELTA HWY, EUGENE OR 97408 Planning: 682-3577

For Office Use Only: FILE #

FEE:

Applicant (print name):

Mailing address:

Phone: Email:

Applicant Signature:

Agent (print name):

Mailing address:

Phone: Email:

Agent Signature:

Land Owner (print name):

Mailing address:

Phone: Email:

Through applying for this application I authorize the Lane County Planning Director, designee, or hearings official to enter upon the property subject of the application to conduct a site visit necessary for processing the requested application. Lane County shall contact the Land Owner prior to the site visit to arrange an appropriate time for the site visit.

Land Owner Signature:

LOCATION

Township - Range - Section - Taxlot

Site address

PROPOSAL: A request for Type II (Planning Director) approval of a Home Occupation, pursuant to Lane Code 16.290(3).

NOTICE: The Applicant is responsible for providing enough information in this application for staff to make reasonable findings or conclusions.

ADJOINING OWNERSHIP Is any adjacent property under the same ownership as the subject property? List the map and tax lot(s).

SITE PLAN A site plan must be included. Refer to the handout entitled "How to prepare your plot plan". Identify nearby driveways. Driveways spacing standards are contained in Lane Code 15.138.

ZONING _____

ACREAGE: _____

DESCRIBE THE ACCESS TO THE PROPERTY (circle the answer): Access to the homesite must comply with the Lane Code Chapter 15.

State Hwy County Rd Public Rd Private Easement/Private Road (submit a copy)

Road name: _____

Does a railroad or highway crossing provide the only access to the property (circle)? Yes No

PRIOR DECISIONS: Provide information demonstrating compliance with any applicable prior decisions and conditions of approval for the subject property.

EXISTING IMPROVEMENTS: What structures or improvements does the property contain (i.e., outbuildings, roads, driveways, wells, septic tanks, drainfields)? Will any structure or improvement be removed/demolished?

APPROVAL CRITERIA

LC 16.290(3) Home Occupation.

A home occupation is allowed subject to: prior submittal and approval of a land use application pursuant to Type II procedures of LC Chapter 14; and compliance of the home occupation with the requirements of LC 16.290(3)(b) through (f) below and where applicable elsewhere in LC Chapter 16.

Describe the home occupation. What will you be doing?

Will it involve any manufacturing? Yes No

If yes, describe the process:

(b) It shall be operated by a resident of the subject property.

Who will operate the business (name): _____

Will the person operating the business also reside on the property? Yes No

(c) It shall employ or contract on the subject property no more than five full or part-time persons. The operator shall be considered as one of the five employees.

How many employees or contractors are anticipated? _____

Explain: _____

(d) It shall be operated substantially in the dwelling or other buildings normally associated with uses allowed by LC 16.290(2) above. Any structure that would not otherwise be allowed by LC 16.290(2) shall not be allowed for use as a home occupation.

(i) "Operated substantially in" means indoors except accessory home occupation uses that are normally located outdoors such as: advertising signs for the home occupation; roads or driveways for ingress and egress; areas for loading or unloading business vehicles; customer or employee parking spaces; parking for vehicles operated as part of the home occupation; screened storage areas; and outdoor accessory uses similar to the above as determined by the Approval Authority.

(ii) To determine if a structure is one that would not otherwise be permitted by LC 16.290(2), the external and internal structure shall be examined. If a home occupation requires a special structure within which to operate that is not useable, without significant alteration, for other uses allowed by LC 16.290(2), then the home occupation shall not be allowed.

What type of structure will the business be operated within? _____

Explain: _____

Will the home occupation be operated substantially within the structure? Yes No

Describe any components of the use that will not take place within a building:

(iii) The amount of building floor area of home occupations shall not exceed:

(aa) 3,000 square feet for any parcel or lot located outside an unincorporated community; or

(bb) 4,000 square feet for any parcel or lot located inside an unincorporated community.

Is the property within the boundaries of an unincorporated community? Yes No

How much building floor area (in square feet) will the home occupation cover? _____ sq ft

(e) It shall not interfere with existing uses permitted by LC Chapter 16 on nearby land or with other uses allowed by LC 16.290(2) on nearby parcels without residences. Compliance with LC 16.290(3)(e) shall include, but shall not necessarily be limited to, addressing the compatibility of these home occupation operation concerns:

Note: Based on the nature of the proposed home occupation, the Director may require additional information that is not listed here.

Identify existing uses on adjacent properties.

Will the business increase your water usage? Yes No

(i) The number of business, service and customer vehicles and the adequacy of roads, driveways and parking for these vehicles;

How many customers will come to the property per week or month? _____

How many deliveries will occur at the property per week or month? _____

How much off-street parking is available? (Identify this on the site plan.) Number of spaces: _____

(ii) Buffering or screening of outdoor storage allowed under LC 16.290(3)(d)(i) above;

How will the outdoor storage related to the Home Occupation be shielded from the adjoining properties?

(iii) Fire safety;

Will the business create a fire danger?

(iv) The hours of operation;

What will be the hours of operation of the business? _____

(v) Any noise or odors;

Will the Home Occupation generate any noise and/or odors? Yes No

Will the noise and/or odors interfere with existing uses nearby? If so, how will you mitigate the impacts to nearby neighbors?

(vi) Outdoor lighting; and

Will the Home Occupation have any outdoor lighting? Yes No

Will the lighting interfere with nearby existing uses? If so, how will your mitigate the impacts to nearby neighbors?

(vii) Appropriate handling of chemicals or substances that may be dangerous or harmful to the environment.

Will the business require the use or handling of dangerous chemicals or other substances? Yes No

(f) Approval of applications for home occupations shall be valid until December 31 of the year following the year that the application was initially approved. Prior to the expiration of the December 31 approval date, the property owner or applicant who received the approval shall provide the Director with written request for renewal of approval for the home occupation and written information. The Director shall determine if the home occupation has been operated in compliance with the conditions of approval. Home occupations that continue to be operated in compliance with the conditions of approval shall receive a two-year extension of the approval. Home occupations for which a request for renewal of approval has not been received or which do not comply with the conditions of approval shall not be renewed by the Director. The Director shall provide the applicant with written notice of a decision to not renew the approval in accordance with Type II notice of decision procedures of LC Chapter 14. The applicant may appeal the Director's decision to the Hearings Official in accordance with LC 14.080

If this application is approved, it will be valid until December 31 of the year following the year of approval. If you wish to continue the business past that date, you must renew the approval.