

LAND MANAGEMENT DIVISION

Date Received:



TYPE I APPLICATION
Home Occupation
RENEWAL

PUBLIC WORKS DEPARTMENT 3050 N. DELTA HIGHWAY, 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: _____

Land Owner Signature: _____

LOCATION

Township Range Section Taxlot

Site address

PROPOSAL:

A request for renewal of a previously approved Home Occupation, pursuant to LC 16.210(3)(n)(ix) for the F1 zone, or LC 16.211(3)(n)(ix) for the F2 zone, or LC 16.212(4)(a)(x) for the EFU zone, or LC 16.290(3)(f) for the RR (Rural Residential) zone.

This review is based on objective evidence and is not a land use decision; therefore, this decision is not subject to public notice and can only be appealed by the applicant.

PA # of the original approval: _____

Attach a copy of the original conditions of approval.

Zone: _____

Has the business or site plan changed since it was approved? Yes No

If yes, explain. Attach additional pages if necessary:

If the business has complied with the conditions of approval, it can be renewed for two years. Refer to the following page for Approval Criteria.

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___ Approved. The new expiration date is **December 31**, _____. All other conditions of approval remain in effect. Only the expiration date has changed.

___ Denied. Reason for denial: _____

Staff Planner: _____ Date: _____

APPROVAL CRITERIA (Check the applicable criteria.)

Approval Criteria for the F-1 (Nonimpacted Forest) zone:

___ **LC 16.210(3)(n)(ix):** Approved applications for home occupations shall be valid until December 31 of the year that the application was initially approved or until December 31 of the year for which an extension of the approval was granted by the Director as provided below. Prior to December 31 of each year, the property owner or applicant who received initial approval, or a renewal pursuant to this section, shall provide the Director with written request for renewal of the Home Occupation and written information sufficient to allow the Director to determine if the Conditions of Approval and other approval criteria have been satisfied. The Director shall review this information for each approved home occupation to determine if it continues to comply with the conditions of approval. Home occupations which continue to comply with the conditions of approval shall receive a one-year extension of approval to December 31 of the following year, and such extension shall be put in writing by the Director and mailed to the owner of the property upon which the home occupation is located. Home occupations which do not comply with the conditions of approval, or for which a request for renewal is not received pursuant to this section, shall not receive extended approval by the Director, and the Director shall mail written notice of the decision not to extend the approval to the owner of the property upon which the home occupation is located.

Approval Criteria for the F-2 (Impacted Forest) zone:

___ **LC 16.211(3)(n)(ix):** Approved applications for home occupations shall be valid until December 31 of the year following the year that the application was initially approved or until December 31 of the year for which an extension of the approval was granted by the Director as provided in LC 16.212(3)(n)(ix) below. Prior to December 31 of the year that the approval expires, the property owner or applicant who received initial approval, or a renewal pursuant to LC 16.212(3)(n)(ix), shall provide the Director with written request for renewal of the home occupation and written information sufficient to allow the Director to determine if the Conditions of Approval and other approval criteria have been satisfied. The Director shall review this information for each approved home occupation to determine if it continues to comply with the conditions of approval. Home occupations which continue to comply with the conditions of approval shall receive a two-year extension of approval to December 31 of the following year, and such extension shall be put in writing by the Director and mailed to the owner of the property upon which the home occupation is located. Home occupations which do not comply with the conditions of approval, or for which a request for renewal is not received pursuant to this section, shall not receive extended approval by the Director, and the Director shall mail written notice of the decision not to extend the approval to the owner of the property upon which the home occupation is located.

Approval Criteria for the EFU (Exclusive Farm Use) zone:

___ **LC 16.212(4)(a)(x):** Approved applications for home occupations shall be valid until December 31 of the year following the year that the application was initially approved or until December 31 of the year for which an extension of the approval was granted by the Director as provided in LC 16.212(4)(a)(x) below. Prior to December 31 of the year that the approval expires, the property owner or applicant who received initial approval, or a renewal pursuant to this section, shall provide the Director with written request for renewal of the home occupation and written information sufficient to allow the Director to determine if the conditions of approval and other approval criteria have been satisfied. The Director shall review this information for each approved home occupation to determine if it continues to comply with the conditions of approval. Home occupations which continue to comply with the conditions of approval shall receive a two-year extension of approval to December 31 of the second following year, and such extension shall be put in writing by the Director and mailed to the owner of the property upon which the home occupation is located. Home occupations which do not comply with the conditions of approval, or for which a request for renewal is not received pursuant to this section, shall not receive extended approval by the Director, and the Director shall mail written notice of the decision not to extend the approval to the owner of the property upon which the home occupation is located.

Approval Criteria for the RR (Rural Residential) zone:

___ LC 16.290(3)(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. The applicant may appeal the Director's decision to the Hearings Official in accordance with LC 14.080.