



HOME OCCUPATION LICENSE # \_\_\_\_\_

## HOME OCCUPATION LICENSE APPLICATION

**ANNUAL RENEWAL LICENSE FEE: \$30.00**  
**FOR (1) YEAR: July 1, 2014 - June 30, 2015**

DATE PAID: \_\_\_\_\_  
CHECK # \_\_\_\_\_

*(Please Print)*

Date of Application: \_\_\_\_\_ Applicant Name: \_\_\_\_\_

**Business Name:** \_\_\_\_\_ D.B.A. (if applicable) \_\_\_\_\_

Business **Physical** Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

**Mailing** Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Arizona Sales Tax #: \_\_\_\_\_ Phone: \_\_\_\_\_

**TYPE OF BUSINESS:** \_\_\_\_\_

**Check One:** Sole Proprietorship \_\_\_\_\_ Partnership \_\_\_\_\_ Corporation \_\_\_\_\_ LLC \_\_\_\_\_

**I/We make application for a Home Occupation License Pursuant to Clarkdale Town Code, Article 8-1.**

Section 4-11 of the Town of Clarkdale Zoning Ordinance permits a Home Occupation that falls within the following guidelines. If your proposed Home Occupation does not fall within these parameters you must apply for a Conditional Use Permit through the Community Development Department.

1. **Home Occupations:** The business shall be clearly incidental and subordinate to the use of the property and dwelling unit for dwelling purposes; and not change the character of the exterior of the structure.
2. **Area:** No more than twenty-five percent (25%) of the gross floor area of the dwelling and not more than twenty-five percent (25%) of the property shall be devoted to the home Occupation.
3. **Employees:** There shall be no more than two part-time employees, each working no more than thirty-two (32) hours per week.
4. **Delivery Vehicles:** No business shall be conducted which requires delivery vehicles or other services not customary to a residence.
5. **Nuisances:** There shall be no external evidence of the activity such as outdoor storage, displays, noise, dust, fumes, vibrations or other nuisances discernable beyond the property line.
6. **Signs:** One non-illuminated sign, not to exceed two (2) square feet in area.
7. **Traffic:** The business shall not generate traffic that disrupts the neighborhood.
8. **Hours of Operation:** Noise shall not be generated before sunrise or after sunset.
9. **Parking:** Off street parking is required as set forth in the Town Zoning Code Section 17M: For one family and two family dwellings, two (2) parking spaces per family units, one and one-half (1 1/2) parking spaces per family per family dwelling unit.
10. **Fire Inspections:** The Town shall conduct fire safety inspections of all structures where Home Occupations will be conducted.

Applicant is advised that a Sales Tax License must be obtained if they will be operating a Business subject to Transaction Privilege Tax under Article 8-2 of the Town Code.

I have read and agree to abide by the above requirements. Violation of these requirements shall nullify this permit and the applicant will be subject to prosecution under the Town Code.

\_\_\_\_\_  
**Applicant Printed Name**

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

**E-Mail Address:**

**TOWN OF CLARKDALE, PO BOX 308,  
CLARKDALE, AZ 86324 - PH: 928-639-2500**