

HOME OCCUPATION PERMIT

P.O. Box 1757, Naples, Maine 04055

Phone: (207) 693-6364 / Fax: (207) 693-3667

www.townofnaples.org

Owner Information	Name(s): _____ Phone Number: _____ Email: _____ Mailing Address: _____
Business Information	Company Name: _____ Phone Number: _____ Email: _____ Mailing Address: _____

PROPERTY INFORMATION

Site Address: _____ Map: _____ Lot: _____ Zone: _____

Dwelling Unit Square Footage: _____ Proposed Home Occupation Square Footage _____

*What % of the dwelling unit will the business utilize? _____ *May not utilize over 50% to be considered

BUSINESS INFORMATION

Type of Business: _____

Hours of operation: _____

Total number of employees who do not live in dwelling: _____ Will there be sign? _____

Parking spaces to be provided for said business: _____ Will any activity or storage be exterior? _____

Are you in an HOA: Yes No

If Yes, please provide a written letter from the HOA board that they approved your business to be located in the neighborhood.

I HERBY CERTIFY THAT THE INFORMATION IN THIS APPLICATION IS COMPLETE AND CORRECT AND I AGREE TO COMPLY WITH ALL TOWN ORDINANCES AND LAWS APPLICABLE TO THIS PROJECT. I UNDERSTAND THAT I MAY BE REQUIRED TO MOVE/REMOVE ANY IMPROVEMENT IF AN EXACT DETERMIANTION OF PROPERTY LINES ESTABLISHES THAT REQUIRED SETBACKS WERE NOT MET. I AM OR LEGALLY REPRESENT THE OWNER OF THE SUBJECT PROPERTY FOR THE PURPOSE OF THIS PERMIT.

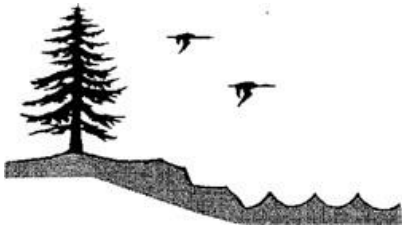
Signature of Applicant: _____ Date: _____

OFFICE USE ONLY

APPROVED DISAPPROVED CEO Signature: _____ Date: _____

Total Fees: _____ Permit #: _____

Notes: _____



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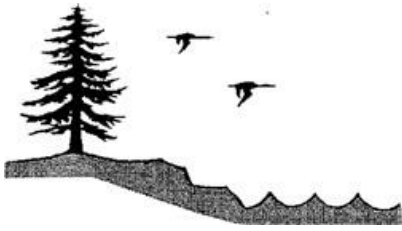
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Definition for Home Occupation from Town of Naples Ordinance

Home Occupation: Accessory use conducted within a dwelling or accessory structure by the residents thereof, which is clearly secondary to the dwelling, used for living purposes and does not change the character thereof. See Performance Standard 607.

Home Occupation, Major: An occupation or profession which is secondary to the dwelling use for living purposes, does not change the character thereof and is wholly occupied within the principle or accessory structure. A home occupation, major shall not utilize more than fifty (50%) of the total floor area of the dwelling unit in which it is located. There shall be no more than five (5) persons on premises, inclusive of residents, employed by the home occupation. The occupation or office must be wholly located within the principle or accessory structure. A home occupation, major requires review and approval by the Planning Board.

Home Occupation, Minor: An occupation or profession which is secondary to the dwelling use for living purposes, does not change the character thereof and is wholly occupied within the principle or accessory structure. A home occupation, minor shall not utilize more than twenty percent (20%) of the total floor area of the dwelling unit in which it is located. It shall be managed by a member of the family residing within the dwelling unit, with a maximum of two (2) employees on premises who do not reside in the dwelling unit. The occupation or office must be wholly located within the principle or accessory structure. A home occupation, minor requires review and approval by the Code Enforcement Officer.



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PARKING PLAN & EXTERIOR LAYOUT

Please include all setback distances from property boundaries and right of ways; buffers; all wetlands and water bodies including streams, wells, and septic systems. Include 100 foot shoreland setback or flood elevations if applicable. By submitting these plans you take responsibility for measurements on the plan to be true and accurate and ensure that the lot is not part of an illegal subdivision.