

LAND MANAGEMENT DIVISION



LAND USE APPLICATION  
Home Occupation: *F2 Zone*

PUBLIC WORKS DEPARTMENT 125 E 8<sup>th</sup> AVENUE, EUGENE OR 97401 PLANNING: 682-3807

For Office Use Only: FILE #

CODE: DAHOCC

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 Director Approval of a Home Occupation, pursuant to Lane Code 16.211(3)(n).

**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):**

State Hwy

County Rd

Public Rd

Private Easement

**EXISTING IMPROVEMENTS** Does the property contain any roads, structures, etc.?

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**APPROVAL CRITERIA**

**Lane Code 16.211**

**(3) Special Uses - Director Review. The uses in LC 16.211(3)(a) through (f-f) are allowed subject to compliance with the general provisions and exceptions in LC Chapter 16 and with the specific requirements in LC 16.211(3) below. Each use in 16.211(3)(a) through (f-f) below shall require submittal of an application pursuant to LC 14.050, and review and approval of the application pursuant to LC 14.100 with the options for the Director to conduct a hearing or to provide written notice of the decision and an opportunity for appeal.**

**A use in LC 16.211(3)(a) through (s), (z) and (a-a) through (f-f) below may be allowed if:**

**It will not force a significant change in, or significantly increase the cost of, accepted farming or forest practices on agriculture or forest lands.**

To answer this question, you must identify the farm and forest uses surrounding the property and describe if your home business will have an impact on the existing farm or forest uses. If there will be an impact, how will you minimize the impact?

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**It will not significantly increase fire hazard or significantly increase fire suppression costs or significantly increase risks to fire suppression personnel.**

Will the business create a fire danger? Will the business require the use or handling of dangerous chemicals or other substances? Have you contacted the fire department?

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**A condition for approval of a use in LC 16.211(3)(c), (j), (n), (o) and (r) below shall be a written statement recorded with the deed or written contract with Lane County is obtained from the landowner which recognizes the rights of adjacent and nearby land owners to conduct forest operations consistent with the Forest Practices Act and Rules.**

If your application is approved, you will need to sign and record a "Farm and Forest Management Agreement". This document will be included in the packet that is mailed to you with the application approval.

**(n) Home occupations that comply with these requirements:**

**(i) Shall be operated by a resident of the property on which the business is located;**

Who will operate the business: \_\_\_\_\_

Will the person operating the business also live in the dwelling:    Yes    No

If you answered No, explain why: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**(ii) Shall employ on the site no more than five full-time or part-time persons;**

How many employees will you have? \_\_\_\_\_

Explain: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**(iii) Shall be operated substantially in the dwelling, or other existing buildings normally associated with uses permitted by LC 16.211(2) above;**

Will the use be operated substantially within the dwelling?    Yes    No

Explain: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**(iv) No structure shall be constructed for the home occupation that would not otherwise be allowed by LC 16.211(2) above;**

What type of structure will the use be operated within? \_\_\_\_\_

Explain: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**(v) Shall not unreasonably interfere with uses permitted by the zoning of nearby lands or with uses allowed by LC 16.211(2) above;**

Will you have customers and/or deliveries at the business? How much off-street parking is available?

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**(vi) Shall comply with sanitation and building code requirements;**

A building or sanitation permit may be required.

**(vii) Shall not be used as a justification for a zone change;**

If this application is approved, it will not constitute evidence that justifies a zone change.

**(viii) Shall comply with any additional conditions of approval established by the Approval Authority;**

Based on the nature of the proposed rural home business, the Director may require additional information that is not listed here. Submit any information you feel is relevant that is not listed below:

Will the business require any outdoor storage? How will it be shielded from the adjoining properties?

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What will be the hours of operation? \_\_\_\_\_

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Will there be any noise or odors associated with the business? If so, how will you mitigate the impacts to nearby neighbors?

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Will there be any outdoor lighting? How will it be shielded to prevent light trespass onto adjacent properties?

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**(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.**

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 application.