

CITY OF AUBURN, NEW YORK

**Application for Home Occupation Permit:** Please return completed application to the Code Enforcement Office, 24 South St. Application review will require 3 - 5 days. If your application meets the requirements of a permitted home occupation you will be issued a certificate of occupancy by the building inspector. If the occupation you wish to conduct is not expressly permitted by the Zoning Ordinance, your application will be referred to the Planning Board for review.

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_ Zoning District \_\_\_\_\_

Describe fully the nature of the occupation/business you wish to conduct from your residence including days and hours of operation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What are the dimensions of the room(s) or area which will be utilized for the occupation?  
\_\_\_\_\_ feet by \_\_\_\_\_ feet = \_\_\_\_\_ square feet. Total sq. ft. of residence \_\_\_\_\_

Will there be an employee(s) who is (are) not resident (s) of the dwelling? Yes \_\_\_ No \_\_\_  
If yes, how many \_\_\_\_\_

How many clients would be anticipated to visit the premises at one time? \_\_\_\_\_

What would be the projected length of time per client visit? \_\_\_\_\_

How many off-street parking spaces are available at your residence? \_\_\_\_\_

There will be no retail sales from the premises.

Applicant signature \_\_\_\_\_

Sworn to before me this  
\_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Notary Public or  
Commissioner of Deeds