



CITY OF RALSTON, NEBRASKA
Independence City
APPLICATION FOR HOME OCCUPATION PERMIT

Business Owner _____ Day Phone _____

Owner's Address _____ Mobile Phone _____

Business Name _____ Day Phone _____

Type of Business _____

Hours of Business _____

Names of all persons conducting business at this address _____

What percent of the residence will be used for the business? _____

Are any modifications to be made to the building itself to accommodate the proposed business? Yes ___ No ___

If yes, will the exterior of the building be altered? Yes ___ No ___ (If yes, please attach an exterior elevation of the building indicating the changes.)

Please note: Any modifications to the building itself will require a separate application for a building permit.

Applicant's Signature

Date

Home Occupation Permit is good for one year with an annual fee of \$10.00 due at the time of issuance

FOR OFFICE USE ONLY

ADDITION: _____ *BLOCK:* _____ *LOT:* _____ *ZONING:* _____

[] Approved [] Denied By _____ Date _____ Home Occupation Permit Number _____

Permit Fee \$ _____ *Date Paid* _____

Home Occupations

Home occupations are permitted as an accessory use in residential units subject to the following conditions:

1. The activity must be secondary to the residential use of the dwelling unit.
2. A home occupation may employ one full time or part time employee on site other than the residents of the dwelling unit, provided that one off-street parking space is made available, and used by that non-resident employee.
3. No commodity, merchandise or material may be received, exchanged, manufactured, or stored on the premises except that which is clearly incidental to the service provided. No external storage is permitted.
4. No equipment or process shall be used in such activity, which creates noise, vibration, glare, fumes, odors, bright lights, electrical interference or other external effects attributed to the home occupation and noticeable beyond the dwelling unit from any adjacent property or public right of way.
5. Deliveries or service by commercial vehicles or trucks over 10 tons is prohibited.
6. A home occupation may not include on-premise signs, display, purchase or sale of commodities, except as provided herein.
7. No residential structure shall be used for a home occupation unless it is in conformance with these regulations and has received a permit. An application for a permit for a home occupation shall be submitted to the City Clerk, who shall review application to ensure that all requirements have been met. The City Clerk may issue the permit if all requirements have been met. In the event that the application does not clearly meet requirements, the City Clerk shall place the application on the next regularly scheduled City Council agenda for final determination of the approval or denial of the permit. Upon issuance, the permit shall be valid for a period of 1 year from the date of issue. The City Council shall establish by resolution the fee for the issuance of a permit for a home occupation.