



ZONING APPROVAL HOME OCCUPIED BUSINESS

835 East 14th Street, San Leandro, CA 94577 (510) 577-3378



MUST BE SUBMITTED IN PERSON FOR APPROVAL

Business Name

[Empty text box for Business Name]

Property Address (Cannot be PO Box)

Address
San Leandro CA
City State Zip

Business Description

[Empty text box for Business Description]

1. No one other than a resident of the dwelling shall be employed on site or report to work at the site in the conduct of a home occupation. This prohibition also applies to independent contractors.

# of employees or assistants, incl. yourself, are residents of the premises? [Text box]

# of employees or assistants who will report to a job site elsewhere? [Text box]

2. There shall be no interior or exterior activity related to the home occupation inconsistent with or interfering with residential use of the property or detrimental to property in the vicinity.

3. A home occupation shall be conducted entirely within a building and shall occupy no more than the lesser of 500 square feet or 25 percent of the floor area. No outdoor storage of materials or supplies shall be permitted in conjunction with the home occupation.

Room(s) used for the home occupation (e.g. Bedroom) [Text box]

4. The existence of a home occupation shall not be apparent beyond the boundaries of the site, and no home occupation shall involve the use of a sign.

5. No advertising of the home occupation (including business cards) shall include the applicant's address.

Methods of advertising or soliciting of your business: [Text box]

6. Shall comply with the performance standards prescribed by Section 4-1670, provided that no noise shall be perceptible at or beyond the property line.

7. A home occupation shall not create pedestrian, automobile, or truck traffic detrimental to property in the vicinity. All deliveries of materials related to a home occupation shall be by the U.S. Postal Service or similar carrier, or by means of vehicles customarily kept on the site by the permit holder or family members.

8. A home occupation shall not result in a reduction or elimination of any required parking space.

9. Any vehicle or vehicles used by the applicant in conjunction with the home occupation or with any related business activity shall be parked in a manner so as not to be visible from a public street. This limitation shall not apply to standard passenger vehicles or trucks and vans of 3/4-ton or less in size, so long as no advertising of the home occupation or any related business activity (except as required by law) is displayed in or upon such vehicles.

Will the home occupation involve any motor vehicles or equipment that occupy a parking space on the property? [No/Yes checkboxes]

Vehicle/Equipment Type:

Parking Location:

Purpose:

OFFICIAL USE ONLY
Business License #
APN #
Zoning District

PLANNING
Circle: APPROVED / DENIED
By:
Date:

STAFF CONDITIONS

CERTIFICATION & ACKNOWLEDGMENT
I (We) have read and understand the requirements of a Home Occupation as outlined in Section 2-514 of the City of San Leandro Zoning Code. I (We) understand that operating a home occupation that is not in compliance with Section 2-514 shall be grounds for revocation of the permit. I (We) also understand that this approval may not be transferred to another person or address unless a new application is filed and approved. I declare under penalty of perjury that the statements made in this application are true. I further agree that business shall be conducted in accordance with the San Leandro Municipal Code. I understand that the filing of this application and payment of fees does not entitle me to commence or carry on any business in the City of San Leandro until said Business License is approved and issued. Upon issuance of a Business License, it shall be my responsibility to renew the license annually by January 31st.
Signature of Business Owner or Authorized Representative Date
Print Name Phone #

PROPERTY OWNER / PROPERTY MANAGEMENT
Name [Property Owner/Property Management checkboxes]
Address [Property Owner/Property Management checkboxes]
City, State, Zip
Signature of Property Owner or Authorized Property Manager Phone #