

APPLICATION FOR HOME OCCUPATION PERMIT

APPLICATION MUST BE SUBMITTED BY PROPERTY OWNER

Prior to making application for a home occupation, please read "Section 18.08.220 Home Occupation" attached hereto to distinguish if your home occupation business meets the definition of a home occupation in accordance with the La Veta Municipal Code.

Name of Record Owner: _____

Mailing Address of Owner: _____

Phone # of Owner: _____

Address of property to be used as a home occupation: _____

Legal description of property to be used as a home occupation: _____

Current Zoning: _____

I, or we, understand this application will be presented to the La Veta Town Board of Trustees for approval and that **no construction can begin** until the Board has approved this application. **I, or we, also understand that changes in use may require additional water and sewer tap fees, which shall be determined by the Board.**

Attach a detailed site plan of the property, including dimensions of buildings and lots. Please also note set backs. The site plan must show the boundary of the property, proposed or current buildings, all accessory buildings, parking, and landscaping. The site plan must be drawn to a reasonable scale, no larger than 11 X 14. Please use a red marker to show the portion of the property to be used as a home occupation.

Attach a drawing of signage plans or concepts.

Scheduled time of construction or improvements/changes: _____

List proposed use for the premises: _____

Number of employees (not including inhabitants): _____

If the use(s) of the premises changes at any time after the approval of this application you must file a new application with the Town Board.

Additional information you wish to provide: _____

If the premises are located within the historic preservation district you must submit an application to the Historic Preservation Committee for approval of alterations needed. Applications for an Alteration Certificate may be obtained at the La Veta Town Hall. The Historic Preservation Committee meets on the 2nd and 4th Wednesday of each month at 5:30 p.m. Please note their meeting schedule that is posted on the window at Town Hall.

This application must be received for placement on the agenda one week prior to Town Board meetings, which are held on the 1st and 3rd Tuesday of each month at 7:00 p.m. at the La Veta Community Center, 131 East Ryus Avenue.

Upon review and acceptance by the Town Board, a public hearing will be scheduled. The premises must be posted and a publication printed ten (10) days prior to the public hearing. The Town Clerk will provide you with the wording for the posting. The posting is required to be in one (1) inch letters and visible to the public. The Town Clerk will have the publication made and you will be responsible to make payment to the Town of La Veta for the cost of the publication.

You cannot operate your business until after the home occupation permit has been approved. A printed permit will be issued and must be displayed on the premises.

_____ Owner _____ Owner

PLEASE READ CAREFULLY AND COMPLETE AS REQUESTED

This application is being returned. The following additional information is being requested by the Town Board: _____

Please provide the information requested by (date _____). Please attach the information to this application and return by the date stated.

Application approved: _____ Additional Water & Sewer Taps Required # _____
(date)

Special conditions placed on permit: _____

Application denied: _____
(date)

Reasons for denial: _____

