

SITE PLAN REVIEW INFORMATION
AND
QUESTIONNAIRE FOR HOME OCCUPATION APPLICANTS

Date: _____
Name of Applicant: _____
Mailing Address: _____
Phone Number: _____
Location of Property: _____
Tax Map & Lot #: _____ Size of Property: _____ acres

Is this property in Current Use?: Yes _____ No _____
Will a sign be erected?: Yes _____ No _____ (If yes, a "Permanent Sign Application" is required; an application to the Historic District Commission may be required if proposed sign will be in the Historic District.)

A proposed home occupation may require submission of a full site plan review application. If any question listed below is answered in the affirmative, please contact the Planning Board for a consultation or submit a formal application in accordance with Site Plan Regulations, Section 6.2 and applicable fees.

Y/N

1. ___/___ Will there be more than two non-resident employees?
2. ___/___ Will there be more than an average of two customer/client visits per day?
3. ___/___ Will there be more than an average of one delivery / pick up per day?
4. ___/___ Is there less than one off street parking space per customer, owner, and employee?
5. ___/___ Will the appearance of the property and buildings be changed (other than an approved sign)?
6. ___/___ Will your business use produce noise, odors, refuse, or waste which could be construed as offensive to your abutters?
7. ___/___ Will outdoor lighting be used that is visible beyond the property boundaries?
8. ___/___ Will this business be in operation between the hours of 9 PM and 7 AM?
9. ___/___ Is this occupation conducted on other than your home premises?

If ALL questions were answered "no" a formal site plan review is not required at this time.

Change of Use: Please describe the change of use and/or business in detail, including hours, parking, etc. (Use the reverse side as necessary.)

The Board of Selectmen will review this information to determine if a full Site Plan Review is required by the Planning Board. No fee is required unless you are required to file a formal site plan review application.

Signature of Applicant _____ Date _____

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Selectboard Review: _____
Date _____ Chairperson _____

Further information requested: Yes _____ No _____