



CITY OF HAPPY VALLEY
 16000 SE Misty Drive
 Happy Valley, OR 97086
 Phone: 503-783-3800
 Fax: 503-658-5174
 Web: happyvalleyor.gov

**CLASS B
 HOME OCCUPATION PERMIT**

PLEASE COMPLETE THE ATTACHED QUESTIONNAIRE

Location of Home Occupation: (SITE ADDRESS)

Description of Proposed Home Occupation:

Name of Applicant _____

Address of Applicant _____

Phone Number of Applicant _____

Name of Property Owner: _____

Address of Property Owner: _____

Phone Number of Property Owner: _____

A Class B home occupation permit will be processed by means of a quasi-judicial procedure, and is subject to review by the Planning Commission, per the requirements of Chapter 16.48 (Administrative Procedures).

By signing below, I acknowledge that the proposed home occupation is in conformance with the General Requirements of Section 16.69.020 of the City of Happy Valley Development Code, and hereby grant right of entry for site inspection by City Staff or their designees. I further acknowledge that this permit is valid as long as an active business license is maintained and renewed annually with the City of Happy Valley. I understand the City may revoke a home occupation approval if the conditions of approval have not been complied with or the Class B home occupation is being conducted in a manner contrary to Section 16.69.020.

SIGNATURES:

X _____

X _____

Required Attachments:

- Mailing labels for abutting properties/homes
- Application Fee \$750.00
Business License \$50.00

YOUR APPLICATION MAY NOT BE ACCEPTED IF ALL REQUIRED ATTACHMENTS ARE NOT INCLUDED WITH THIS FORM

FOR OFFICE USE ONLY:

Date Received: _____

Amount Paid: _____

Receipt # _____

ZONING:

- Approved
- Denied
- Current Business License # _____

PERMIT # HOB- _____

Staff Signature: _____ Date _____