

File Number: _____

Town of Washington Planning Board
7 Halfmoon Pond Road, Washington, NH 03280

**Request for Exemption of Processing Under
Site Plan Review Regulations of
Minor Home Occupation (Cottage Industry) Business**

Date: _____

Property Tax Map No. _____ Lot No. _____

Property street address: _____

1. Applicant (Landowner):

Name: _____

Address: _____

Telephone (day): _____ (evening): _____

2. Agent of Applicant: (If the applicant appoints an agent, all communications between the Board and the applicant will be through the Agent.)

Name: _____

Address: _____

Telephone (day): _____ (evening): _____

3. Pursuant to the Town of Washington, Site Plan Review Regulations, Section III, Paragraph 5, Minor Home Occupations (Cottage Industry) are specifically excluded from the application of Site Plan Review Regulations once the Planning Board reviews the information provided through an informal discussion at a regular meeting and agrees and so votes that each of the following conditions is met:

- a. The home occupation must be located within a dwelling unit or an existing accessory building.
- b. The home occupation is clearly an accessory use to the residential use of the property and will not change the residential character of the property in any visible manner.
- c. The home occupation is carried on only by family member(s) residing at the principal residence.
- d. The home occupation may occupy an area either in the dwelling or in an accessory building that is equivalent to no more than 25% of the floor space of the dwelling only.
- e. The home occupation will not routinely involve customer on-site sales or service.
- f. The home occupation must provide adequate off street parking that must be used.
- g. The home occupation (cottage industry) may have one sign on the property, which

- conforms to the LUO Section #309 - Signage; a sign permit is required.
- h. There shall be no outside operations, storage, display of materials or goods, heavy vehicles or equipment. The home occupation shall result in no external evidence of the business except for a permitted sign.
- i. The occupational use of the home will not result in a significant increase in traffic, parking requirements, noise, odor, waste disposal, lighting, or other negative influence on the community.
- j. The owner of the property files a "statement of property usage" with the Planning Board, which documents the current use of the property and proposed use of the property; and the owner of the property certifies that the home occupation meets the conditions of Section III, Paragraph 5 of these regulations.

4. Provide a statement of current and proposed use of the property including description of proposed business:

5. The applicant hereby certifies that t he proposed home occupation meets the conditions of Section III, Paragraph 5 as listed above, or will exist upon commence of the home based business. The applicant is aware that exemption of processing under Site Plan Review Regulations does not waive the requirement of a Business Permit under the Land Use Ordinance. The applicant is also aware that a change of use that causes any of the above conditions to no longer exist will be cause for revocation of this exemption, may be cause for revocation of any business permit, and will require that the land owner file an application for Site Plan Review for continued operation of a business.

Signature(s) of Landowner(s)

Date signed: _____

For Planning Board Use:

Planning Board Action:

Exemption: Granted _____, or Denied _____ on the _____ day of

_____, _____
Revised 4/3/2012

Chairman / Secretary