



HOME OCCUPATION SUPPORTING INFORMATION

Development Permit Application No.: _____

In order for your Development Permit Application to be deemed complete for acceptance and processing the following information must be provided.

Description of Business

- ☐ **Name of Business:** _____
- ☐ **Description of Business:** _____
- ☐ **Traffic Impact (number of vehicles per day):** _____
- ☐ **Days & Hours of Operation:** _____
- ☐ **Number of Employees:** _____
- ☐ **Floor Area Occupied by the Business:** _____ ☐ onsite / ☐ offsite
- ☐ **Location of Business on Property (ie. basement, garage, etc.):** _____
- ☐ **Type of Items/ Equipment Related to Business (including vehicles) stored on-site:** _____

- ☐ **Products sold on premises:** _____
- ☐ **Number of anticipated customers/clients on site at any one time:** _____
- ☐ **Maximum number of anticipated customers or clients on site per week:** _____
- ☐ **Number of off-street parking stalls available:** _____
- ☐ **Business identification sign size and location:** _____

Additional Notes

Application Status (TO BE FILLED OUT BY OFFICE STAFF ONLY)

This application was received by the Development Authority and **deemed complete** on:

Date: _____ DA initial: _____

OR

This application was received by the Development Authority and **will be examined for completeness** within 20 days of receipt

Date: _____ DA initial: _____