

Commercial and Home business must renew this permit on March 1 of year year

CITY OF CARBONDALE KANSAS
OCCUPANCY USE PERMIT

FEE: \$5.00

DATE: _____

1	BUSINESS NAME	MAILING ADDRESS	PHONE
2	BUSINESS OWNER(S)	MAILING ADDRESS	PHONE
3	BUILDING ADDRESS	MAILING ADDRESS	PHONE
4	BUILDING/LAND OWNER(S)	MAILING ADDRESS	PHONE

(TO BE FILLED OUT AND SIGNED BY BUILDING INSPECTOR)

NEW CONSTRUCTION: YES NO If NO, skip to TYPE OF BUSINESS

If YES, does the new building comply with all provisions of the Carbondale Planning Commission Regulation and any other applicable regulations that the owner is responsible for. yes No

The owner is responsible for assuring that all applicable conditions and requirements shall continue to be satisfied, and that appropriate enforcement actions will be taken if violations occur.

Approved Denied

Building Inspector _____ Date _____

TYPE OF BUSINESS

5 COMMERCIAL HOME OCCUPANCY (Business within the home)

6 DESCRIBE LOCATION OF BUSINESS WITHIN BUILDING:

7. BUSINESS ACTIVITY/TYPE:

8. CHANGE OF USE or OWNERSHIP FROM: _____ TO _____
 N/A

9. DOES THIS BUSINESS PAY SALES TAX? YES NO

10. WHAT COMPANY DO YOU USE FOR TRASH DISPOSAL? (See Ord 419-2007)

Mailing address _____ phone _____

PARKING

11. EXISTING PARKING SPACE _____ TOTAL PARKING SPACES REQUIRED _____

PARKING PLAN REQUIRED _____ YES _____ NO. (new construction)

PUBLIC SAFETY

12. NUMBER OF FIRE EXTINGUISHERS: _____ LOCATIONS: _____

13. CHEMICALS STORED/USED ON SITE:

STORED USED NO

Type: _____

14. DOES THE BUSINESS SITE HAVE THE FOLLOWING: FLOOR DRAIN
 SUMP PUMP CATCH BASIN OIL/GREASE TRAP

APPLICANT: I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of use will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulations the use described herein. If the City of Carbondale requests inspection, the applicant must call for an inspection prior to occupancy.

 (Owner or authorized representative) Date SIGNATURE
 PRINT NAME:

CERTIFICATION:

I have read the definition of a home occupation and certify that the occupation to be conducted in my home complies with these requirements. (See Article 6)

 Signature Date

Occasionally the Carbondale Planning Commission will print a pamphlet with a list of businesses, phone numbers and address. Check this box if you want your business listed.

ZONING USE ONLY			
ZONE: _____	<input type="checkbox"/> PERMITTED USE	<input type="checkbox"/> CONDITIONAL USE	
<input type="checkbox"/> PROHIBITED USE	<input type="checkbox"/> NONCONFORMING USE	<input type="checkbox"/> SPECIAL USE	
Inspection required?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> DENIED
APPROVED BY: _____		DATE: _____	
The use & occupancy of the described portion of the building & premises has been reviewed and inspected when required for compliance with Article 25 of the Carbondale Planning Commission Regulations, Carbondale Kansas			
_____ Building Official		_____ Date	

FOR YOUR INFORMATION

Use Occupancy or (non-structural) – Use Occupancy permits are required through the zoning ordinance, not the building code. The issuance of a use occupancy permit verifies the proposed use complies with the provisions of the zoning ordinance. The permit fee is \$5.00.

Structural Occupancy – Structural Occupancy permits are required of the Uniform Building Code.

Retain the occupancy permit and any attached materials for your records. No premises shall be used or occupied in the Commercial or Industrial Zones unless and until an occupancy permit has been issued by the Building Official for the particular uses and activities to be carried on at such premises. No change in any use or occupancy shall be made at any such premises unless and until an occupancy permit has been issued by the Building Official permitting such change.

HOME OCCUPANCY

A home occupancy includes any business located in and operating out of a home. Please read the following definition and verify the proposed home occupation is consistent with this definition provided in the zoning regulations. (See Article 6.10)

Definition

An occupation commonly carried on within a dwelling by members of the family occupying the dwelling, provided that the residential character of the building is maintained and the occupation is conducted in such a manner as not to give an outward appearance nor outwardly manifest any characteristic of a business in the ordinary meaning of the term nor infringe upon the right of neighboring residents to enjoy the peaceful occupancy of their homes.