

CONFEDERATED TRIBES OF THE UMATILLA INDIAN RESERVATION

Planning Office – 46411 Timine Way, Pendleton, Oregon, 97801

Phone/Fax: 541-429-7519 541-276-3099

HOME OCCUPATION PERMIT

No Fee Required _____ Please Print _____

Applicant's Name: _____

Address: _____ Phone: _____

Lot Owner's Name: _____

Address: _____ Phone: _____

Location Description: _____ Township _____ Range _____

Section _____ Tax Lot _____ Allotment: _____

Present Zone: _____ Total Acreage: _____

General Location (Closest Intersection and county road, etc.): _____

Home Occupation Description:

Type of Business: _____

Total Sq. Ft. of Business Location: _____

Total Sq. Ft. of Home Occupation: _____

Other Information: The Tribal Planning Office may require other information from the applicant if deemed necessary through the review process.

A home occupation shall comply with the criteria specified in Section 17.005 of the Land Development Code (see attached page for definition and criteria). I understand that any false statements made on this application may cause subsequent approval by the Tribal Planning Office to be null and void.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED!

Date: _____

Applicant: _____

Agent: _____

I am the (Circle One): Owner/owner's authorized representative (If authorized representative, attach letter signed by owner)

File #: _____

OFFICE USE ONLY

Date Filed _____ Reviewed By: _____

REVIEW NOTES: _____

APPROVAL CONDITIONS (If necessary): _____

Approved By: _____ Approval Date: _____

File #: _____

HOME OCCUPATION DEFINITION AND REGULATING CRITERIA:

Section 2.020(84) --

A home occupation is any occupation (retail, service, or manufacturing) which is clearly secondary to the main use of the premises as a dwelling place and does not change the character thereof or have any exterior evidence of such secondary use except for a sign advertising such occupation. A home occupation shall comply with the criteria specified in the section 17.005 of this code.

Section 17.005(6) --

The CTUIR will administer home occupations in the following manner:

1. A home occupation shall be allowed only within the zones where dwellings are permitted uses.
2. A home occupation shall be secondary to the main use of the property as a residence and shall be operated by the resident of the property on which the business is located within the same dwelling or in an accessory building normally associated with uses located in the zone;
3. A home occupation shall not exceed 25% of the square footage of the building which it is located in;
4. No materials of mechanical equipment shall be used which will be detrimental to the residential use of the property and the adjoining residence because of noise, dust, smoke, odor, or other factors;
5. Outside storage of materials, equipment, or products related to the home occupation shall not be allowed;
6. The existence of a home occupation shall not be used as justification for any future zone change.
7. Individuals requesting a home occupations on the Reservation shall fill out an Home Occupation Administrative Permit (No Fee Required). The permit shall be developed and provided by the Tribal Planning Office containing all the appropriate information necessary for proper records.

If any of the above referenced criteria are not being meet, the home occupation will be considered a violation of the Land Development Code. All violations are subject to the enforcement procedures set forth in the code.