

APPLICATION FOR HOME OCCUPATION

City of Bartow
Post Office Box 1069
Bartow, Florida 33831

This application provides a list of required information for use in preparing a Home Occupation request in the City of Bartow. **The request must be submitted as an original form.** Additional applications may be obtained by mail or picked up at City Hall. Reproductions of this application will be accepted provided that it is clear and legible.

Please **PRINT** unless otherwise specified: Project Name* _____

Applicant's Name: _____ Owner's Name: _____

Street Address: _____ Street Address: _____

City, State, & Zip: _____ City, State, & Zip: _____

Telephone #: _____ Telephone #: _____

Email Address: _____ Email Address: _____

(* Indicate name of company, group, or organization represented.)

Authorized home occupations shall comply with the provisions of Article 7.10.00 of the Land Development Code and may be approved administratively by the Development Director. The following information is required to accompany this application:

- (1) Completed application form with all necessary attachments.
- (2) An application review fee. (*See Fee Schedule for Appropriate Fee)
- (3) Three (3) copies of the application package containing the information required by Article 7.10.01.

Applicant states that she/he has read and understands the instructions on this application and is familiar with the requirements for home occupation use. **Any false information or misrepresentation made on this application may be grounds for revocation of any approval granted by the City.** Approval granted by the City in no way constitutes a waiver from any applicable Local, State, or Federal regulations.

Owner's Signature _____ Date _____

INSTRUCTIONS TO APPLICANT

1. An applicant or representative must be present at all required meetings. The reviewing body, at its discretion, may defer action, or take decisive action on any application. If you are not present, the Commission may deny the request.
2. Home Occupation requests must be consistent with the City of Bartow's Unified Land Development Code and Comprehensive Plan (C.P.) Future Land Use (F.L.U.) designation.
3. Approval of a Home Occupation request may subject the property to restrictions greater than the minimums set forth in the City's Unified Land Development Code.
4. If approved, a business license must be applied for through Customer Service and fee paid as required by Section 14 of the City Code of Ordinances.

OFFICE USE ONLY

Receipt # _____ Location _____

Comprehensive Plan FLUM Designation _____ Zoning Classification _____

Property Appraiser Identification Number _____ - _____ - _____

City Commission District Number _____

Coordinates _____

Planning and Zoning Commission Agenda Item # _____ Date _____