

\$75.00 Filing Fee (Non-refundable)
7 days required for review

APPLICATION FOR QUALIFIED HOME OCCUPATION



Saraland Building Department
933 Saraland Blvd S, Saraland, AL 36571
(251) 679-5502 / bschwandner@saraland.org
mblack@saraland.org
ltarver@saraland.org

APPLICANT NAME: _____

PROPERTY ADDRESS: _____

TELEPHONE NUMBER: _____ **E-MAIL:** _____

NAME AND ADDRESS OF PROPERTY OWNER IF OTHER THAN APPLICANT:

(if you are not the property owner, a letter of approval from property owner is required)

NAME: _____ **TELEPHONE NUMBER:** _____

PROPERTY ADDRESS: _____

City/State/ ZIP _____

LETTER OF PERMISSION FROM PROPERTY OWNER PROVIDED (if required)?: N/A YES NO

DESCRIBE TYPE OF BUSINESS TO BE CONDUCTED: _____

BY SIGNING THIS APPLICATION, THE APPLICANT swears or affirms that the representations made on this application or testimony subsequently given to the Saraland Board of Adjustment are true and correct to the best of their knowledge and that they agree to abide by the conditions stipulated in the approval granted by the Board if it is so given under penalty of the invalidation of any judgment by the Board in their favor and/or the invalidation by the City of Saraland Board of Adjustment or any Privilege License received as a result of that favorable judgment.

Office Use Only:

Date of Receipt
Case Number

Applicant Name _____

Zoning District

Applicant Signature _____



**AFFIDAVIT FOR OPERATION OF
QUALIFIED HOME OCCUPATION**
City of Saraland, Alabama
CONDITIONS OF COMPLIANCE

By my signature below, I certify that I will operate my Qualified Home Occupation at my home address, which is located at _____

(street address)

in accordance with the foregoing conditions. I understand that violation of any of the conditions will subject my Privilege License to being revoked.

- 1) The privilege license is valid only for this home occupation, this operator at this location;
- 2) This home occupation approval is void if the license is allowed to lapse;
- 3) Any work conducted in the home (i.e. bookkeeping, etc.) is confined entirely to the principal building, accessory building, or outside storage building;
- 4) No more than twenty (20) percent of gross floor area is used for the business;
- 5) No more than two residents of the home will engage in business activity at the home;
- 6) No employees or employee vehicles are allowed at the home;
- 7) There are no customers at the home;
- 8) Any business-related equipment or materials are kept inside the home;
- 9) All commercial vehicles associated with the home occupation shall be parked on private property, outside of the City right-of-way;
- 10) If business-related materials or equipment are delivered to the home, there will be no more than two (2) deliveries per week and the delivery vehicle shall have no more than a single axle with six (6) wheels;
- 11) The business owner is responsible for observing any private covenants which may impact the home occupation;
- 12) Any other restriction as may be considered appropriate by the administrative official or the board of adjustment; and
- 13) Violation of any of the aforementioned conditions and section 31-1 of the City of Saraland Land Use and Development Ordinance 757, could result in revocation of the approval.

Printed Name

Signature

****THIS AREA TO BE COMPLETED BY PLANNING & DEVELOPMENT STAFF****

Alabama Driver's License LD. Number: _____

Expiration Date: _____

Subscribed and Sworn to before me the _____ day of _____ 20____.

Planning & Development Department Official