



Business Registration Form

\$25 annual permit fee required

New Business/Owner

Name Change/Location Change

Renewal

Per City of Veneta Municipal Code Chapter 5.05 and Resolution 1033, businesses operating within the city limits are required to register with the City of Veneta. Registration forms are due by December 31st.

GENERAL INSTRUCTIONS: Complete all sections of the form, answering all questions in full. Mail completed form with fee to City of Veneta at PO Box 458, Veneta, OR 97487. Forms are available on-line at www.venetaoregon.gov

Please Print:

Business Name: _____

Legal Business Name (if different): _____

Business Address: _____

Mailing Address: _____

Business Phone: _____ Email: _____

Type of Business: _____ # of Employees: _____

Website Address: _____ Year Established in Veneta: _____

Name of Contract Person: _____ Contact Phone #: _____

Please check a category that best describes your business:

- | | | | |
|---|--|---|--|
| <input type="checkbox"/> Animal Care | <input type="checkbox"/> Foster Care | <input type="checkbox"/> Rental Property/Mgt. | <input type="checkbox"/> Retail |
| <input type="checkbox"/> Auto | <input type="checkbox"/> Fueling Station | <input type="checkbox"/> Housing | <input type="checkbox"/> Real Estate |
| <input type="checkbox"/> Daycare | <input type="checkbox"/> Grocery/Convenience Store | <input type="checkbox"/> Lodging | <input type="checkbox"/> Services & Products |
| <input type="checkbox"/> Education | <input type="checkbox"/> Health/Beauty | <input type="checkbox"/> Medical | |
| <input type="checkbox"/> Financial Services | <input type="checkbox"/> Home Occupation (see reverse) | <input type="checkbox"/> Restaurant | |
| | <input type="checkbox"/> Other; Please describe _____ | | |

Issuance of a business registration shall not be deemed to legalize any act, which otherwise may be in violation of the law, including the city's zoning codes, or to exempt any person from any penalty of such violations. I affirm that the statement made in the application are true and correct to the best of my knowledge.

Print Name

Signature

Title

Date

FOR CITY USE ONLY

Date Reviewed by Planning: _____

Land Use Required: Yes _____ No _____

Site Plan Required: Yes _____ No _____

Permitted in Zoning District: Yes _____ No _____

Authorized Signature

Date of Issue

Expiration Date

CITY OF VENETA
CERTIFICATE OF MINOR HOME OCCUPATION
Veneta Land Development Ordinance 493, Article 12

I hereby acknowledge and agree that the home occupation I operate within the City of Veneta complies with the following standards:

- The home occupation is secondary to the use of the dwelling as a residence.
- There will be no external structural alterations or construction that cause the premises to differ from its residential character either by the use of colors, materials, construction, lighting, or design.
- No storage or display of goods will be visible from a public street.
- Only mechanical equipment which is compatible with residential purposes will be used.
- Heavy equipment and vehicles will not be used for the home occupation or stored on the home occupation site.
- The home occupation will not cause an increase in the use of water or sewer, so that the combined total use for the dwelling and the home occupation exceeds the average for residences in the neighborhood or 9,142 gallons per month. Additional SDC's maybe assessed for uses requiring more water and sewer use then one ERU.
- All aspects of the home occupation, including storage of materials and equipment, is contained and conducted within a completely enclosed, lawfully-built structure and be conducted in such a manner as not to give an outward appearance of a business.
- The home occupation uses no more than 25 percent of the floor area used for human occupancy, or no more than 500 square feet in an accessory structure.
- The use does not involve on-site storage of hazardous materials such as materials which are toxic, explosive, noxious, combustible, or flammable.
- The use involves no more than an average of five customers/clients per week.
- No one from outside the household works at the home occupation site. The home occupation site is not used as a gathering or meeting place for people employed by or associated with the home occupation.
- There will be no more than an average of one commercial delivery or pickup per week to or from the home occupation site.
- No additional on-site parking is needed to serve the home occupation. Residential off street parking shall be in compliance with section 5.20(11) of the Veneta Land Development Ordinance.
- I understand that if a written complaint is submitted to city staff or if I can no longer comply with the above standards, the city shall not renew the business license and registration for my home occupation until the Planning Commission has approved the home occupation as a conditional use. I understand it will be my responsibility to apply for a conditional use permit and pay the appropriate land use fees.

Property Owner/Business Owner

Date