



# Business Registration

88184 8<sup>th</sup> Street \* PO Box 458 \* Veneta, OR 97487 \* (541) 935-2191

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Under City of Veneta Municipal Code Chapter 5.05 and Resolution 1033 businesses operating within the City's limits are required to register with the City of Veneta. The current fee is \$25.00. The following sets forth the information we will need to register your business. Please complete and return this form together with your \$25.00 payment annually by December 31<sup>st</sup>. Failure to meet this deadline will result in the imposition of any and all administrative overhead and enforcement costs, including attorney's fees, incurred by City in its enforcement of this business registration requirement against you.

**NOTE: If you are no longer in business, please let us know so that we may update our records.**

NOTE: Issuance of a business registration does not guarantee compliance with applicable land use laws. If your business is a new type of use for the building you are occupying and you have not applied for a site plan review, or if you are operating your business out of your home and have not applied for a home occupation permit, please contact the Veneta Community Development Department.

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**Please complete the information below:**

Items with an asterisk (\*) are required

Name of Business\*: \_\_\_\_\_

Name of All Licensee(s)/Owner(s)\*: \_\_\_\_\_

Street Location Address\*: \_\_\_\_\_

Mailing Address\*: \_\_\_\_\_

Business Phone #\*: \_\_\_\_\_ Email: \_\_\_\_\_

Type of Business\*: \_\_\_\_\_ # of Employees: \_\_\_\_\_

Website Address: \_\_\_\_\_ Year Established in Veneta: \_\_\_\_\_

Name of Contract Person: \_\_\_\_\_ Contact #: \_\_\_\_\_

Please check a category that best fits your business:

- Animal Care     Apartment Housing     Auto     Financial     Food/Drink     Fuel/Store
- Health/Beauty     Housing/Foster Care     Manufacturing/Industrial     Medical     Professional
- Retail     Storage     Other; Please describe \_\_\_\_\_

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**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 \_\_\_\_\_