

**TOWN OF DANVILLE**  
**MINIMUM IMPACT**  
**Customary Home Occupation application**

**I. GOVERNING RULES**

- A. Customary home occupations are allowed in the residential/agricultural areas of Town by approval of the Board of Selectmen or by the granting of a Special Exception by the Zoning Board of Adjustment (Article IV.A.2.a)

**II. PROCEDURE**

- A. To apply to register a minimum impact customary home occupation, the applicant must contact the Planning Board clerk or another individual designated by the Board of Selectmen and complete this application. An appointment can be scheduled by calling the Selectman's office at 382-8253, ext 4.
- B. The applicant will review the minimum impact criteria as outlined in the Zoning Ordinance. If it is determined the criteria are met, the application will be forwarded to the Board of Selectmen for signatures. A copy of the signed application will be mailed to the applicant and a copy kept on file at the Town Hall.
- C. If it is determined that the applicant's business does not meet the minimum impact criteria, the applicant will be directed to schedule a Special Exception hearing with the Zoning Board of Adjustment (ZBA). At this point, the applicant's proposed home business is not allowed unless the ZBA grants the Special Exception.

**III. HOME BUSINESS INFORMATION**

- A. Applicant's Name: \_\_\_\_\_
- B. Home Owner's Name (if different than applicant): \_\_\_\_\_
- C. Street Address: \_\_\_\_\_
- D. Phone Number: \_\_\_\_\_
- E. Name of Business: \_\_\_\_\_
- F. Type of Business: \_\_\_\_\_
- G. State Business ID #: \_\_\_\_\_
- H. Describe the type of work (attach additional paper as necessary): \_\_\_\_\_

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**IV. MINIMUM IMPACT CRITERIA as outlined in the Zoning Ordinance, section IV.A.2.d.:**

- 1. No employees will be used other than the homeowner (or permitted resident).
- 2. No customers, vendors or distributors will come to the premises.
- 3. No hazardous chemicals/materials will be used or stored on the premises.
- 4. No outside storage of equipment or materials associated with the home occupation will take place.
- 5. The home occupation will not generate unsightliness, noise, smells, fumes or other substances that would adversely affect the character or safety of the neighborhood.
- 6. No business signage will be used.
- 7. Home occupation is conducted solely in the dwelling unit or is conducted primarily off-site such as a service tradesman that provides his/her service away from the primary residence.
- 8. There is not more than one (1) commercial motor vehicle (see definition) associated with the business and said vehicle has no more than two (2) axles and a gross vehicle weight of not more than fifteen thousand (15,000) pounds.

**V. SWORN STATEMENT**

I hereby swear that the above information is correct and that my proposed home occupation shall meet all the requirements of the Danville Zoning Ordinance, specifically the criteria specified in Article IV.A.2.d. If the conditions of my business should change in the future such that these criteria are not met, I agree to apply to the Zoning Board of Adjustment to seek a special exception prior to making these changes.

**Applicant's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**SELECTMEN SIGNATURES:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Approve**       **Deny**

**Date:** \_\_\_\_\_