

Custer County Board of Commissioners  
Custer County Courthouse  
Westcliffe, CO 81252

## Notice of Home Occupation

A Home Occupation is a lawful activity commonly conducted within a dwelling or accessory structure by a member or members of the family who occupy the dwelling, where the occupation is secondary to the use of the dwelling for living purposes and the residential character of the dwelling is maintained. Ranching and farming activities are permitted as "Uses Allowed by Right," and the home occupation criteria do not apply to agricultural activities. There is a \$25.00 one time fee.

Land Owner _____ <small>All land owners must be listed on this application. TYPE OR PRINT LEGIBLY IN BLACK OR BLUE INK</small>
Mailing Address _____
Property Address _____
City _____ State _____ Zip _____
Telephone (Home) (____) _____ Business (____) _____
Business Name _____ -----
Applicant _____ <small>If different from above</small>
Mailing Address _____
City _____ State _____ Zip _____
Telephone (Home) (____) _____ Business (____) _____

A Home Occupation must operate under the following guidelines, if it is to be recognized as a Use by Right and not require a Special Use Permit:

1. Be an accessory use or any nonresidential use conducted entirely within a dwelling unit or adjacent accessory building and immediate area;
2. Be an activity that is carried on solely by the inhabitants of the dwelling;
3. The use is clearly incidental and secondary to the use of the dwelling unit for dwelling purposes;
4. Does not occupy more than twenty (20) percent of the total floor space of the dwelling, nor more than twelve hundred (1200) square feet in an accessory structure;
5. The operation of a home occupation shall not cause or encourage an amount of vehicular or pedestrian traffic not normally associated with the residential or agricultural area in which the home occupation is conducted;
6. Does not create any substantial nuisance detectable beyond the property line. Examples of nuisances include, but are not limited to smoke, dust, noise, electrical interference, excessive trash or waste materials, or water pollution;
7. Will not include occupations that create or improperly store hazardous materials on the premises;
8. Obtain a Letter of Approval from Homeowner's Association, if such occupation is in conflict with Covenants;
9. There is only limited and incidental sale of stock, supplies, or products conducted on the premises;
10. The residential character of the dwelling and accessory building is maintained.

**Attachments:**

Plot plan drawn to scale, or survey of property. (This must include existing structures, wells, and septic components; their distances from property lines; and access to the property. Also include all future structures planned for the property.)

Additional documentation as checked below:

- Name and address of current lien holder.
- Reclamation plan.
- Evidence of performance bond.
- Written explanation of methods to be used to minimize smoke, odors, noise, dust, and similar environmental problems which might result from the intended use.
- Evidence of sufficient off-road parking to accommodate the expected volume of users.
- \_\_\_\_\_
- \_\_\_\_\_

**Applicant's statement:** Briefly explain your request and the reasons for it. Include a description of your future plans.

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I understand that the fact I have filed a Notice of Home Occupation does not relieve me of the obligation of applying for and having been granted a zoning and/or septic permit by the County before proceeding with construction of a building or installation of a septic facility of any kind.

I acknowledge that I am responsible for complying with the Custer County Regulations and it is the responsibility of the land owner to apply for and obtain all necessary permits. I have read and understand the above, and the information I have provided is complete and accurate to the best of my knowledge.

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Signature of Applicant

Date

Return Notice to:

Custer County Planning and Zoning  
P. O. Box 203  
Westcliffe, CO 81252