

HONEY BROOK TOWNSHIP

Date Stamp

ANNUAL COMPLIANCE CHECKLIST FOR SPECIAL EXCEPTION HOME OCCUPATIONS

Instructions: answer the questions below and return to Honey Brook Township, P.O. Box 1281, Honey Brook, PA 19344.

Name: _____ Address: _____

Phone: _____ Email: _____

Type of Home Occupation: _____ Zoning Hearing Board Order # _____

Zoning District: _____ Tax Parcel #: 22-_____ Property Size _____

I am the (circle) owner / tenant of the lot. Property owner name, if different, _____

Do you live at the location where the home occupation is conducted? (Circle) Yes / No

Is the business conducted inside (circle) Single-family dwelling / Accessory building / Other
Size of Dwelling _____ Size of Space within Dwelling _____
Size of Accessory Building _____;

What are your days and hours of operation? _____

How many non-resident employees are engaged in the home occupation? _____

How many parking spaces are provided? _____

Do you store or display any materials, supplies or products outside? (circle) yes/no

Do you use any equipment or process that creates noise, vibration, glare, fumes, odors, or electrical interference? (circle) yes / no

Do you conduct retail sales of products on site? (circle) yes/no Size of Retail Area _____

Do you receive deliveries from outside vendors? (circle) yes/no

If yes: How many times per week? _____

How (what size/kind of truck) are deliveries made? _____

How many times per day does a customer, client, delivery person, sales person, or supplier visit your home occupation in a vehicle? _____

Has there been any change to your operation from what you described in your original application?

(circle) yes/no Explain: _____

By my signature on this annual compliance checklist, I agree to conform to all requirements of the zoning ordinance and regulations of applicable governmental agencies and authorize the zoning officer to inspect the use as necessary.

Signed: _____ Date: _____

Office Use Only			
Approved by: _____	Signature	Date: _____	Fee: _____
HBT Ordinance #27-1603.D		Paid by: cash _____	
		Check # _____	