



219 1st Avenue South, Suite 208 Hailey, ID 83333  
Land Use Services: 208-788-5570 ♦ Fax 208-788-5576  
[www.blainecounty.org](http://www.blainecounty.org)

**LAND USE & BUILDING SERVICES  
CONDITIONAL USE PERMIT APPLICATION  
HOME OCCUPATION**

*As set forth in Chapter 25, Title 9 (Zoning Ordinance) of the County Code, Blaine County, Idaho*

**Contact Information**

- (1) Owner                      Name: \_\_\_\_\_  
   Mailing Address: \_\_\_\_\_  
   Phone: \_\_\_\_\_  
   Email: \_\_\_\_\_
- (2) Applicant/Agent              Name: \_\_\_\_\_  
    (if other than owner)        Mailing Address: \_\_\_\_\_  
   Phone: \_\_\_\_\_  
   Email: \_\_\_\_\_

**Project Information**

- (3) General                      Size of Tract: \_\_\_\_\_  
   Present Land Use: \_\_\_\_\_  
   Existing Zoning: \_\_\_\_\_  
   Overlay District(s): \_\_\_\_\_
- (4) Property Address              \_\_\_\_\_
- (5) Legal Description              (Include section, township, range) \_\_\_\_\_
- (6) Parcel Number                RP - \_\_\_\_\_
- (7) Status of Applicant            Is the applicant the owner of the property legally described above?  
   Yes  No   
   If no, explain: \_\_\_\_\_
- (8) Adjacent Ownership            Does the applicant own adjacent property? Yes  No   
   If yes, explain: \_\_\_\_\_

**Help us understand your proposed home occupation by answering the following questions:**

Provide a brief description of your business: \_\_\_\_\_

Is this business conducted by a person living within the dwelling? Yes  No

Is the home occupation less than 25% of the home's habitable floor area? Yes  No

What is the square footage devoted to the home occupation? \_\_\_\_\_

Do employees not living in the dwelling come to the site on a regular basis? Yes  No

If so, do they:

Pick up equipment? Yes  No

Park a vehicle there for the day? Yes  No

Come to the site to get work instructions? Yes  No

Do you or employees make trips to and from the site during the day in the conduct of the business?

Yes  No

Are products or goods manufactured on the site? Yes  No

Are there business-related deliveries or pick-ups to or from the site? Yes  No

Do customers regularly come to the site to pick up products or receive services? Yes  No

Will you need to park vehicles other than your personal vehicle? Yes  No

Will you need to store equipment on site? Yes  No

Will you need to store other materials on site? Yes  No

Will any signage displayed be less than 2 square feet? Yes  No

**REQUIREMENTS FOR A HOME OCCUPATION**

As established in § 9-25-5 (E)

Conditional Use Permits for Tier 2 home occupations may be granted in all zoning districts except Resource Conservation District (RC-160) and Heavy Industrial District (HI) subject to the following specific conditions:

1. The home occupation shall be conducted by the inhabitants of the dwelling, with a maximum of two (2) non-resident employees.
2. If conducted within a dwelling, the home occupation shall use less than one-fourth ( $1/4$ ) the gross floor area of the dwelling unit.
3. It shall not generate traffic exceeding that of regular traffic patterns for local streets (as identified in the current ITE Trip Generation Manual). -
4. Outdoor display or storage of materials associated with the home occupation:
  - a. Shall be screened from view from adjacent public or private access ways and from the adjoining properties.
  - b. Shall not exceed twenty percent (20%) of the lot area or one (1) acre, whichever is less, or a smaller area as established by the Commission or Hearing Examiner.
  - c. Shall comply with the standards of any overlay district in which it is located.

**Additional Information**

Please attach the following:

- a) Vicinity map which includes all lands within 1/2 mile of subject property.
- b) Map available via GIS or from the County Assessor's Office which includes all parcels and lots located within three hundred feet (300') from the exterior boundary of the subject parcel.
- c) The names and addresses of surrounding landowners within 300' of the exterior boundary of the subject property, typed onto self-adhesive copier labels.
- d) A description of the existing land uses on the parcels of land located within 300' of the exterior boundary of the property being evaluated;
- e) Three (3) copies of the proposed site plan showing:
  - Property line and north arrow;
  - Existing and proposed easements;
  - Location of all existing structures;
  - Building elevations or photos of pertinent building(s);
  - Floor plan showing the area to be devoted to the home occupation;
  - Traffic access and traffic circulation plan;
  - Parking areas;
  - Storage areas for equipment and materials;
  - Existing and proposed landscaping;
  - Existing and proposed fencing;
  - Location of sign (sign not to exceed two (2) square feet in area);
- f) Typed responses to attached Standards of Evaluation (see page 5)
- g) Agency review of the proposal as determined appropriate by staff;

**ACKNOWLEDGMENTS**

The undersigned certifies that (s)he is the owner or authorized representative of the land in question and that (s)he has filled in this application to the best of his/her knowledge, and that (s)he agrees to comply with all county codes and state laws, as amended, regulating properties in Blaine County, Idaho. The applicant agrees in the event of a dispute concerning the interpretation or enforcement of the conditional use permit in which the County of Blaine is the prevailing party to pay reasonable attorney's fees and costs, including fees and costs of appeal for the County of Blaine.

The undersigned grants permission to County Personnel to inspect any property which is the subject of this application until such time as all condition(s) of approval attached to the application(s) have been satisfied.

SIGNATURE OF APPLICANT / AGENT : \_\_\_\_\_

DATE : \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

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**ADMINISTRATIVE RECORD**

Required Fee \$400.00 \_\_\_\_\_ paid on \_\_\_\_\_  
 If Applicable: 20% of above fee for Ketchum Rural, Carey, West Magic, Smiley Creek or Wood River Rural Fire Dept. Plan Check: \_\_\_\_\_ paid on \_\_\_\_\_

Refundable Board Fee \$50.00 \_\_\_\_\_ paid on \_\_\_\_\_

Surrounding Landowner Notices  
**Current Postage** + .15¢ ea. x \_\_\_\_\_ = \_\_\_\_\_ paid on \_\_\_\_\_

**TOTAL** \_\_\_\_\_ receipt # \_\_\_\_\_

Engineering and consultant fees are calculated based on the time spent by County hired private consultants and their staff to review various projects. These fees are to be paid in full upon receipt and prior to scheduling an applicant's public hearing.

Date Application Certified \_\_\_\_\_

Hearing Date: \_\_\_\_\_

Date of and Disposition \_\_\_\_\_

## **CONDITIONAL USE PERMIT Standards of Evaluation**

Pursuant to Chapter 25, Section 3, Title 9 (Zoning Ordinance) of the Blaine County Code

An applicant for a conditional use permit shall provide written responses to the Standards of Evaluation contained herein below in sufficient detail to allow the Commission or the Hearing Examiner to evaluate the proposed action relative to said standards. In reviewing these applications, the Commission is required to find adequate evidence to support approval or conditional approval, or in the event such information is unattainable (or unavailable), deny the application.

The commission or the Board shall review the particular facts and circumstances of each proposed conditional use in the terms of the following standards and shall find adequate evidence showing that such use at the proposed location:

1. Will, in fact, constitute a conditional use as established for the zoning district involved;
2. Will be harmonious with and in accordance with the general objectives or with any specific objective of the comprehensive plan and/or this title;
3. Will be designed, constructed, operated and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area. All outdoor lighting shall comply with chapter 29A of this title;
4. Will not be hazardous or disturbing to existing or future neighboring uses;
5. Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer and schools; or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services;
6. Will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community;
7. Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, dust, odors, vibration, water pollution or safety hazards. Water pollution includes impact to surface and ground water and potable water sources. When the proposed use involves a potential contaminant source or potential contaminant as set forth in appendix A on file in the County, and is located within a wellhead protection area, the commission shall consider the impact of the project on potable water sources and determine whether there is sufficient information in the record to demonstrate that the project has been designed to mitigate adverse impact to potable water source(s);
8. Will have vehicular approaches to the property which shall be designed as not to create an interference with traffic on surrounding public thoroughfares;
9. Will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance;

and

10. If the applicant or landowner with respect to an application for a conditional use permit under this chapter is the State of Idaho, or any agency, board, department, institution, or district thereof, the commission or the Board, in addition to all other applicable standards and criteria hereunder, shall take into account the plans and needs of the State, or any agency, board, department, institution or district thereof, as required by Idaho Code section 67-6528.

B. Additional Standards: Additional standards for applications for a conditional use permit in the Floodplain Overlay District are set forth in section 9-17-9 of this title. (Ord. 2011-01, 1-18-2011; Ord. 2010-06, 5-25-2010; Ord. 2006-13, 10-26-2006; Ord. 2001-03, 3-19-2001; Ord. 96-3, 4-8-1996; Ord. 77-5, 3-28-1977, eff. 4-7-1977)