



City of Pinole 2131 Pear Street - Pinole CA 94564 ph:(510)724-9822 fax: (510)724-9826

FOR CITY USE ONLY (Fixed/Home)

Amount Paid \$ _____ Business License # _____

Check/Receipt # _____ SIC Code _____

BUSINESS NAME: _____

BUSINESS LOCATION: _____
(not P.O. Box)

MAILING ADDRESS: _____
(if different) City State Zip

BUS. PHONE () _____ BUS.FAX () _____ CELL () _____
City State Zip

E MAIL ADDRESS: _____

DESCRIPTION OF BUSINESS: _____

OWNERSHIP: () SOLE OWNERSHIP () PARTNERSHIP () CORPORATION () LLC

FEDERAL TAX ID # _____ SOC.SECURITY # _____ SALES TAX ID # _____

CONTRACTORS STATE LIC. # _____ EXPIRATION DATE _____ TYPE _____

WORKER'S COMP.POLICY # _____ INSURER _____ EXP.DATE _____

OWNER NAME _____ PHONE # () _____

HOME ADDRESS _____
Street City State Zip

OWNER NAME _____ PHONE # () _____

HOME ADDRESS _____
Street City State Zip

Owners Signature _____ Date _____

I declare, under penalty of perjury, that the information submitted on this application is true and correct

FOR CITY USE ONLY

Date _____ Zoning Code _____

City Planner Approval

I hereby certify that the type of Business the applicant proposes to conduct at this address is in conformance with applicable zoning regulations

Date _____

Building Inspector Approval

Date _____

Fire Department Approval

*We hereby certify that **NO VIOLATIONS** of State Law or City Ordinance exist on the Business premises which would endanger Public Safety, Health or Welfare.*

CITY OF PINOLE
HOME OCCUPATION APPLICATION

NAME OF APPLICANT: _____ **DATE:** _____

ADDRESS: _____ **PHONE:** _____

NAME OF PROPERTY OWNER: _____ **PHONE:** _____

ADDRESS: _____

Provide a detailed description of the proposed Home Occupation relative to (a) Activities involved; (b) Materials and Equipment used; and (c) Methods of Operation. (Attach a separate page if necessary.) _____

In addition, please respond to the following questions. (Attach separate sheet to this application for explanation if necessary.)

1. How many persons will be involved or employed in the conduct of the proposed occupation?

Total number: _____

How many members of immediate family residing in the residence will be involved in the conduct of the occupation? Total number: _____

2. What type of product(s) will be produced, serviced or repaired in the conduct of the Home Occupation? (For example: repair of clocks or watches, making jewelry, etc) _____

3. Describe any alterations to the home or premises that might be required to facilitate your Home Occupation? _____

4. Describe what rooms will be used in the conduct of the Home Occupation and how these rooms will be used. (For example: garage will be used to store supplies, or den will contain desk and file cabinets, etc.) _____

5. Describe the mechanical and/or electrical equipment that will be necessary to the conduct of your activity: _____

6. Describe how, where and in what amounts the material, supplies and/or equipment relating to your Home Occupation will be displayed or stored: _____

7. Will people come to your home to obtain any product or utilize any service connected with the proposed Home Occupation activity? YES ____ NO ____ If yes, please explain: _____

8. Are any signs necessary or proposed relative to the Home Occupation? YES ____ NO ____
If yes, please describe type, size and location: _____

9. If trucks or other equipment will be used in your Home Occupation where will they be parked or stored? _____

10. Will the Home Occupation involve the use of commercial vehicles for delivery of materials to or from the premises? YES ____ NO ____ If yes, please explain: _____

11. Will any minor or major construction be done to the home to accommodate this business? YES ____ NO ____

STANDARDS FOR HOME OCCUPATION

The Pinole Zoning Ordinance allows certain limited business uses to be conducted in a residence. A Home Occupation must be incidental to the primary use of the premises, which is as a residence of the person conducting the business. There should be no evidence to the neighborhood that a business is being conducted in the residence. The following rules must be met in order to qualify as a Home Occupation:

There must not be any external effects such as noise, odor, vibration, etc., beyond the limits of the house.

No outside storage is allowed.

The garage area may not be used in any manner, which prohibits parking of cars in the garage (two cars in a two-car garage, one garage in a one-car garage).

No customers are allowed to come to the home as a place of business.

No signs or advertising displays are allowed at the home.

No advertising which gives the home address is allowed. (Phone listing or post office boxes are allowed).

No employees other than members of the immediate family living in the residence are allowed.

The types of businesses which normally qualify as home occupations are offices where all business is transacted by mail or phone, service occupations where all activity is transacted at the customer's home or place of business, offices for a business where materials are processed, stored and delivered from a commercial or industrial area, or limited craft and hobby occupations in which all materials are picked up and delivered in a personal vehicle.

A Home Occupation that meets these standards may be administratively approved by the Community Development Department. A use permit application may be filed for a home occupation that does not meet these standards, and the request will be considered at a public hearing before the Planning Commission.

I have read and understood Chapter 17.26 (Zoning Ordinance) under Home Occupation of the Municipal Code of the City of Pinole, and believe to the best of my knowledge that my proposed Home Occupation would not violate any portion of said ordinance.

**APPLICANT'S
SIGNATURE:** _____

**PROPERTY OWNER'S
SIGNATURE:** _____

Approved By: _____ Date: _____

Title: _____

Denied By: _____ Date: _____

Title: _____

City of Pinole

Business License Rates

Calendar Year 2011

Business Name: _____

A. Fixed Place of Business in Pinole (Includes Home Businesses & Pinole Contractors)

	<u>Employees</u>	<u>Rate</u>	<u>Total</u>
Basic Fee (owner plus 1 employee)		\$120.00 =	\$120.00
Additional Employees (maximum 19)	_____ x	18.00 =	\$ _____
Other Employees (20 or more)	_____ x	13.00 =	\$ _____
Total Number of Employees	_____		
		Total Fee	\$ _____

B. Apartment Houses

	<u>No. of Units</u>	<u>Rate</u>	<u>Total</u>
Basic Fee		\$120.00 =	\$120.00
First Four Units	_____ x	\$ 13.00 =	\$ _____
Additional Units (5 or more)	_____ x	8.00 =	\$ _____
		Total Fee	\$ _____

C. Hotels and Motels

	<u>No. of Units</u>	<u>Rate</u>	<u>Total</u>
Basic Fee		\$120.00 =	\$ 120.00
Each Rental Unit	_____ x	8.00 =	\$ _____
		Total Fee	\$ _____

D. Other Businesses (Specify - See additional fee schedule on next page)

Business Type _____ \$ _____

Subtotal \$ _____

Prorated Amount

April 1 – June 30	75% annual fee	x \$ _____ =	\$ _____
July 1 – September 30	50% annual fee	x \$ _____ =	\$ _____
October 1 – December 31	25% annual fee	x \$ _____ =	\$ _____

F. Application Fee for Pinole Businesses
(Home Occupation businesses are exempt)

\$25.00 \$ _____

TOTAL DUE \$ _____

Signature of Applicant _____ Date _____

This form guarantees that the above information is true and correct.

It must be returned before license can be issued.

All business licenses expire on the last day of the current year.

City of Pinole
Business License Rates
Calendar Year 2011

<u>Outside Personal/Professional Service</u>	\$ 120.00/year
<u>Outside Contractor</u>	\$ 183.00 annual; \$100.00 semi-annual; \$ 61.00 quarterly renewal
<u>Delivery Vehicles</u>	\$ 120.00/year
<u>Public Amusements:</u>	
Rides and shows	\$ 101.00/day
Carnival	\$1,019.00/day
Circus	\$1,019.00/day, plus \$203.00/day, per show
<u>Bowling Alley</u>	\$120.00/year (includes 2 lanes) \$ 41.00/each additional lane
<u>Dance Hall</u>	\$ 610.00/year
<u>Motion Picture Theatre</u>	\$ 244.00/year
<u>Playhouse</u>	\$ 244.00/year
<u>Pool Hall</u>	\$ 120.00/year, plus \$60.00/table (over two)
<u>Advertising Vehicles</u>	\$ 9.00/vehicle, per day (minimum tax \$65.00)
<u>Billboard</u>	\$ 120.00/year
<u>Auctioneer</u>	\$ 101.00/day or \$836.00/year
<u>Pawnbroker</u>	\$ 610.00/year
<u>Astrology, etc.</u>	\$ 407.00/day
<u>Peddlers, solicitors</u>	\$120.00/year
<u>Itinerant vendor</u>	\$306.00/month
<u>Photographers:</u>	
Door to door solicitation of enlargement, frames etc	\$ 20.00/day
Door to door solicitation for taking photographs	\$ 60.00/quarter
<u>Fire Sale</u>	\$ 203.00/day
<u>Distribution of Advertising Matter</u>	\$ 120.00/year, plus \$18.00/employee (2-19) and \$13.00/employee (over 20) Less than 40 wks/year \$13.00/employee, per day