

HISTORIC HOME OCCUPATION PERMITS

No home occupation may be initiated, established or maintained in the City except in conformance with the Development Code's home occupation standards.

In the past, permits were created as hard copies. The approved top signed (white copy) original permit was placed in a three ring binder. Colored copies were sent to Neighborhood Services, the Health Department and the applicant.

Hardcopy files issued 1986 through 1999 are located at City Shops in three ring binders. Associated electronic files for years 1990, 1991, (2000 - 2010) are scanned and entered into TRIM. It was determined not to scan earlier files (after scanning years 1990 and 1991). Scanned permits for years 1990-1991, and years 2000-2005 were destroyed May of 2015.

Hard copy permits issued from 2006 through 2010 will remain in the Planning Department Office. Current Home Occupation permits are created digitally via the EnerGov data program.

BOX LOCATOR

Color Code	Shop Location	Pallet No.	Box No.	File Type	Storage Medium	Year Span
	19-4	P10	HOM-1	Home Occupation	#1 - Black 3 Ring Binders	1986-1989
	19-4	P10	HOM-1	Home Occupation	#2 - Blue 3 Ring Binder	1992-1997