



APPLICATION FOR Home Occupation Permit

Home Occupation is regulated by City of Mills Zoning Ordinance and must be approved by the Mills City Council. To apply for Home Occupational Permit approval by the City of Mills, a Home Occupation Permit Application must be completed. Incomplete applications shall be returned.

License #: 9711

Date: 8/28/24

State Sales Tax # 01012552 New Permit Renewal Permit Expired Permit

Applicant Name: Kathy Bruemmer Telephone: 307-222-9726

Physical Address: 839 Fossil Butte St. PO Box 153 Email Address: rkbcreativestudio@gmail.com

Name of Business: RKB Creative Studio Type of Home Occupation: Mills 8244

1. Describe your business in detail: Resell stickers & similar merchandise at conventions, tradeshows, and similar vending events

2. Which of the following best describes your business:

On-Site: The primary business activity occurs on the premises at the physical location of the dwelling; such a use includes, but is not limited to, offices, telemarketing, crafting, computer income and similar uses.

Off-Site: The primary business activity occurs off the premises of the dwelling; such a use includes, but is not limited to, mobile services, delivery services, landscaping, contractors and similar uses.

- | | YES | NO |
|--|-------------------------------------|-------------------------------------|
| 3. Will a member of the family residing on the premises oversee the home occupation? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Will there be more than one employee that is not a resident of the dwelling? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 5. Will there be any exterior signs, storage materials, equipment or other visible evidence? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 6. Will there be any trash, yard waste or recyclable materials stockpiled on-site? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 7. Will there be equipment, commercial vehicles or trailers used in conjunction with your Home Occupation being stored or parked at the dwelling unit? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 8. Will all sale of goods or products be mail order or sold at an off-site location? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9. Will all equipment, materials and work in progress be confined in the principal dwelling structure, excluding an attached garage? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10. Will the activity project any obnoxious sound, odor, smoke, light or in any way create any nuisance or adverse conditions upon the adjoining properties or neighborhood? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 11. Will the occupation occupy more than 25% of the total floor area (including a basement) of the dwelling, exclusive of an attached garage? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 12. Will the activity create a need for off-street parking, pedestrian or vehicular traffic in excess of the normal and usual levels for other residential dwellings? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 13. Is there any other additional use or activity being carried on at this residence? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 14. Have you read the Home Occupation Regulations and agree to abide by these regulations?
<i>(Title 17 Land Development Regulations 45.20 Home Occupations)</i> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 15. List the hours the business will operate. <u>not open to public</u> | | |

PAID
SEP - 3 2024



**APPLICATION FOR
Home Occupation Permit**

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- (b) Empl...
- (c) Hal...
- (d) Off-...
- (e) On-...

CITY OF MILLS
PO BOX 789
704 FOURTH STREET
MILLS WY 82644

307-234-6679

Receipt No: 1.056818

Sep 3, 2024

9/11	R K B Creative Studio	45.00	45.00
Previous Balance:	Business License - Renewals	45.00	45.00
Business License Payment	10-3200-5200		
Business License Income			
Total:		45.00	
New Balance:		.00	
Check - Jonah Operating	Check No: 1615	45.00	
Payor:	R K B Creative Studio		
Total Applied:		45.00	
Change Tendered:		.00	
			09/03/2024 12:45 PM

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- (f) Display. There shall be no display of products produced by occupants of the dwelling which are visible in any manner from the outside of the dwelling unit.
- (g) Traffic/Vehicles. The use shall not generate vehicular traffic beyond that which is normal in a residential district nor in any case require the parking of more than one (1) additional vehicle per hour.
- (h) Storage. There shall be no storage of material, products, or supplies out of doors.
- (i) Exterior Appearance. There shall be no remodeling or construction of facilities for the home occupation which changes the external appearance of the residence from a residential to a more commercial appearing structure when viewed from the front of the building. Conversion of a portion of the interior of the structure (e.g., a garage) that does not result in a loss of off-street parking or alters the exterior appearance of the structure may be allowed through issuance of a building permit.
- (j) Signs. Home occupations may display a nameplate not more than two (2) square feet in area, flush-mounted to the residence. No other signage or display that will indicate from the exterior that the building is being utilized in part for any purpose other than that of a dwelling is permitted.
- (k) Visitors and Customers. Visitors and customers shall not exceed those normally and reasonably occurring for a residence, including not more than two (2) business visitors per hour and no more than two (2) at any given time.
- (l) Infrastructure. The home occupation shall not create a need for off-street parking, pedestrian and vehicular traffic, sanitary sewer and storm sewer usage public water usage as well as other municipal services in excess of the normal and usual levels for other residential dwellings.
- (m) Hazardous Materials. Storage of hazardous materials may only be stored in amounts below the thresholds as established by the local Fire Department.

I certify that the all information is correct and true to the best of my knowledge, and I have read and understood all of the conditions listed.

Applicants Signature: *[Handwritten Signature]*

***Residents must check to ensure that the Home Business does not conflict with your HOA covenants.**

There will be a \$45.00 permit fee to be paid at the time the permit is issued.

Return completed form to:
Mills City Hall
704 4th Street
Po Box 789
Mills, WY 82644
307-234-6679

OFFICE USE ONLY This license was / was not Granted at a meeting of the Mills City Council on the _____ Attest _____
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