



NONRESIDENTIAL TENANT OCCUPANCY PERMIT APPLICATION

Applicant Information

Business address (Include unit or suite number): _____

Business name: _____

Business owner's name: _____ Contact phone number: _____

Property owner's name: _____

Property owner's address: _____

Business and Use Information

Please describe your proposed business operations in detail: _____

Proposed Use(s): (Answer either "yes" or "no" to each question.)

Yes No Will the tenant make any alterations to the premises, including exterior signage? If yes, please specify below, and attach all relevant applications for the alterations to this application:

Yes No Will any hazardous, toxic, flammable, or explosive materials be either stored or sold on the premises? If yes, please identify in detail all such materials:

Yes No Is the use a formula business, restaurant or visitor accommodation, as defined per CMC Chapter 17.04? If yes, please describe:

Business License
(Check one)

- Existing business – Business License Number: _____
- New business – Business License Application attached

Please proceed to other side of the page

Office use only

INSPECTION FEE: \$ _____ (64) + SOFTWARE RECOVERY FEE: \$1.00 (SOF) = TOTAL RECEIVED \$ _____

DATE PAID: _____ REC'D BY: _____

PAYMENT TYPE:

- CASH
- CHECK # _____
- CREDIT

Zoning: (check one)

- CC Community Commercial
- DC Downtown Commercial
- I Light Industrial
- Other: _____

Land Use: (Check one or both, if applicable. Write the actual Permitted or Conditional Use as specified in the relevant chapter of CMC Title 17; reference the Municipal Code to determine the exact use name.)

Permitted Use: _____
(e.g., retail sales, antiques, bank, etc.)

Conditional Use: _____
(e.g., transient lodging, wine tasting, second-hand retail, etc.)

Statement of Understanding (Initial each line below to acknowledge an understanding of the declarations made below.)

INITIAL Authority for inspections: The City of Calistoga and its officers and employees have the authority to conduct an inspection of any premises in order to verify that a commercial or industrial tenant's application is consistent with the actual use of the property. A tenant's failure to allow reasonable inspection of the premises may be cause for denial, immediate suspension or revocation of the tenant's occupancy.

INITIAL Business license required: Application for an Occupancy Permit does not relieve a commercial or industrial tenant of the responsibility to pay a business license tax under Title 5 of the Calistoga Municipal Code, or otherwise change any applicable licensing requirement.

INITIAL Nontransferability of permit: Every new commercial or industrial tenant, and every tenant conducting business without a current business license, shall apply for and receive an Occupancy Permit before conducting business. A new tenant shall apply for a permit even where there is no change in the business conducted on the premises.

INITIAL Right to revoke: Every permit is granted and accepted by all parties with the express understanding that the Planning Commission may hold a public hearing, notice of the time and place of which shall be given to the permittee. If, after such hearing, the Planning Commission finds that any grounds for revocation exist, the Planning Commission may revoke or suspend the permit.

INITIAL Grounds for revocation: A permit may be revoked on any one or more of the following grounds:

- The permittee has refused to supply reasonably requested information;
- The permittee has refused to authorize a reasonably requested inspection;
- The permittee has failed to pay the business license tax required by the Municipal Code;
- The permittee obtained the occupancy permit through fraudulent misrepresentation;
- The permittee, or any agent or employee of the permittee, has violated, or has been convicted of violating, any of the terms of the Municipal Code, of any regulation imposed pursuant thereto, or of any law, statute, rule, order or regulation of the state now, or hereafter, in force regulating the occupation or other activity for which the permit was issued.

INITIAL Declaration: I declare, under penalty of making a false statement, that I have read and understand the statements and requirements of Chapter 17.46 of the Calistoga Municipal Code, summarized above, and will completely abide by them.

Applicant's Signature: _____ Date: _____

Print Name: _____ Title: _____

(Office use only)

Fire Department Approval:

Occupancy Load: _____

Occupancy: _____

Approved by: _____ Date: _____

Print Name: _____ Title: _____