



CITY OF AMITY
 109 Maddox Avenue
 P.O. Box 159
 Amity, OR 97101
 Ph: (503) 835-3711
 Fax: (503) 835-3780
 Website: www.cityofamityoregon.org

RECEIVED:

 OFFICIAL USE ONLY

BUSINESS LICENSE APPLICATION

Please choose ONE of the following options:

- NEW Business License (Fee \$150.00)
- NEW Temporary Business License (Fee \$100.00)
- Renewal Business License (Fee \$75.00)
- Renewal Temp Business License (Fee \$50.00)

1. Business Name: _____
 Enter the name you will be doing business as. You must operate and advertise in the exact name listed.

Mailing Address: _____ **Business Phone Number:** _____
Email: _____

Street Address or PO Box City, State, Zip

Physical Address: _____ **Emergency Number:** _____
 Street Address or PO Box City, State, Zip

Property Owner Name & Address: _____ **Property Owner Phone Number:** _____

Is this a home business: Yes No *Contact the Community Development Dept. to ensure your home business is in compliance.

Type of Business:

- Corporation
- Partnership
- Limited Liability Partnership (LLP)
- Limited Liability Company (LLC)
- Non-Profit
- Sole Proprietor/Individual

Business Category:

- Adult/Child Care
- Agriculture/Forestry
- Antiques/2nd- Hand
- Arts/Entertainment/Recreation
- Commercial Services
- Contractor CCB# _____
- Temporary Business (Food Truck)
- Door-to-Door Sales
- Educational Services
- Financial/Insurance Services
- Food & Beverage
- Health Care & Social Services
- Informational Services
- Temporary Business (Other)
- Manufacturing
- Professional/Scientific/Technical Services
- Real Estate
- Security Services (DPSST Cert)
- Transport/Warehouse
- Wholesale/Trade
- Winery
- Other _____

Describe nature and type of business at this location:

In accordance with Amity Ordinance 567, any person wishing to conduct business in the City of Amity must possess a valid City Business License. Amity Ordinance 567 is available at City Hall for viewing or for purchase (for a nominal charge). The business license is \$150.00 for a new one and \$75.00 for renewal and can be obtained from City Hall. The license is to be renewed by July 1st each year and is valid for the fiscal year which ends June 30th of the following year. City Ordinance #567, Section 10 states that, "In the event that any person required to obtain the license fails to obtain the license or pay the required fee before it becomes delinquent, the City [Administrator] or designee shall collect the fee payment with a penalty of ten percent (10%) of the fee payment for each calendar month or fraction of a month, that the fee payment is delinquent."

TEMPORARY BUSINESS LICENSE INFORMATION:

In accordance with Amity Development Code, Sections 3.113.01-.04, a temporary business license is designed for seasonal and short-term businesses to provide local residents and visitors access to new products and markets. These emerging businesses may also benefit from the opportunity to test and promote their products with lower overhead, prior to investing in a permanent location. Examples of temporary uses include: Christmas tree sales, firework stands, farmers markets, food carts, etc. Such temporary businesses must meet the following criteria:

- A. The use is authorized by the property owner.
- B. The use conforms with the dimensional standards of the underlying zoning district.
- C. The use is consistent with all City municipal code policies related to nuisance and noise.
- D. The use has secured all applicable State and County permits for operation.
- E. The use does not involve in any type of development activities or site alteration which would otherwise require land use review.
- F. The use either does not require or has secured Oregon Department of Transportation (ODOT) permits, if located along a right-of-way within ODOT jurisdiction.

The City Administrator is the approval authority for a temporary business, but an appeal may be made to the Planning Commission as a Type II review. Additionally, a temporary use license may be approved for a period of 90 consecutive days, regardless of how many of those days are used. Extensions (renewals) of an approved temporary use may be granted by the City Administrator if requested in writing not less than fifteen (15) days prior to the approval expiration. In no case shall the temporary use exceed 180 consecutive days in a 12-month period of time, as measured from the start of operation.

OFFICIAL USE ONLY

Received by: _____ Date _____ Cash/ Check: _____ Receipt # _____

Department Approvals: City Planner _____	Notes: _____
Police Chief _____	Notes: _____
PW _____	Notes: _____
City Recorder _____	Notes: _____

Temporary business license meets all additional criteria listed in section 3.113.04 of the Amity Development Code? Yes / No Date _____

City Administrator Approved: Yes / No Date _____