

From: **Jamilet Baquerizo Vite** <jvite@westorange.org>
Date: Thu, Oct 5, 2023 at 2:25 PM
Subject: Approved-Home Occupation/4 Harvard Terrace
To: Aja Washington <ajamarce@gmail.com>
CC: Diana L. Chandler <dchandler@westorange.org>, West Orange Township - Zoning Official <ZoningOfficial@westorange.org>, Margaret Schoenebaum <mschoenebaum@westorange.org>, Arianna Raygada <araygada@westorange.org>

Good afternoon,

The Home Occupation application for the above reference property is approved.

Also, if you have not yet done so, please do the following:

- Schedule the CCO inspection and, if applicable, any construction permits, with the Building Department (973-325-4112; wobuilding@westorange.org) for review. The sign will require a building permit even if only changing the letters. Please include size and location of the sign.
- **It is important that a sign permit application to the Building Department be submitted for approval before erecting any new signage, including any temporary banner signage; and please know that windows can only be 1/3 covered.**
- No more than five children taught within residence.
- Any changes require prior zoning approval.
- If needed, please contact the Health Department. They can be reached at 973-325-4120; healthdept@westorange.org.
- The Township has adopted Ordinance 2778-23, requiring all business and rental owners to obtain an annual mercantile license beginning October 1, 2023. The Township of West Orange has partnered with City Squared to assist you with obtaining your mercantile license. To simplify the registration process and proof of compliance, the Township has created an online portal accessible by **clicking here**. To begin the process of registration, please be sure to click the Township of West Orange on the municipality drop down link.



Jamilet Baquerizo Vite

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