



**CITY OF OAKLAND**  
**ZONING CLEARANCE FOR BUSINESS TAX CERTIFICATE**  
 City of Oakland Planning and Zoning  
 250 Frank H. Ogawa Plaza, Suite 2114, Oakland, CA 94612  
 Zoning Information: 510-238-3911      www.oaklandnet.com/planning

A Zoning Clearance is **required for all new or relocated businesses** (including change of ownership) in order to verify that the type of business you are proposing is permitted by the City's Zoning Regulations at that location.

**BUSINESS ADDRESS (INCLUDE SUITE #):** \_\_\_\_\_

APPLICANT INFO:      NAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

**TYPE OF BUSINESS / DESCRIPTION OF BUSINESS ACTIVITIES (INCLUDING PARKING ACCOMODATIONS):**

\_\_\_\_\_  
 \_\_\_\_\_

PROPOSED HOURS OF OPERATION: \_\_\_\_\_ NUMBER OF EMPLOYEES: \_\_\_\_\_ SIZE OF SPACE: \_\_\_\_\_  
(IN SQUARE-FEET)

**WILL THE BUSINESS**

- \*BE LOCATED WITHIN YOUR RESIDENCE?  YES     NO
- \*BE LOCATED ON A GROUND FLOOR?  YES     NO
- \*INVOLVE ANY MANUFACUTURING ON THE PROPERTY?  YES     NO
- \*REQUIRE ANY NEW OR MODIFIED SIGNS INCLUDING ON WINDOWS?  YES     NO
- \*REQUIRE ANY CHANGES TO THE BUILDING (INCLUDING TO WINDOW TRANSPARENCY?)  YES     NO

**(Please note** that certain buildings may need a change in building occupancy prior to establishing new uses)

**PLEASE NOTE:** PAYMENT DUE AT TIME OF SUBMITTAL. THIS CLEARANCE COVERS ZONING PERMITS ONLY. OTHER PERMITS SUCH AS BUILDING, FIRE, CITY ADMINISTRATOR OR OTHER COUNTY/STATE PERMITS MAY BE REQUIRED PRIOR TO COMMENCING YOUR BUSINESS. PLEASE CONTACT THE APPROPRIATE AGENCY TO DETERMINE IF FURTHER PERMITS ARE NECESSARY.

**I have read and understand the above:** \_\_\_\_\_

*Signature*

*Date*

***To BE COMPLETED BY STAFF:***      APN# \_\_\_\_\_      ZC# \_\_\_\_\_