



Where Friendships Last Forever

APPLICATION FOR HOME OCCUPATION

City of Swartz Creek
(An Equal Opportunity Employer)

8083 Civic Drive
Swartz Creek, MI 48473
810-635-4464

The intent of a Home Occupation is to allow for residents to operate limited business activities that are compatible with the neighborhood in which they are located, and which will preserve the peace, quiet, and domestic tranquility within all residential districts in the City. All applicants should read and become familiar with Section 20.07 of Zoning Appendix A of the Swartz Creek City Code of Ordinances.

Date: ___/___/___ Assessment Roll Description No. 58-___-___-___

Fee Received: _____ Receipt No: _____

PARCEL INFORMATION:

Address: _____

Other description: _____

It has a frontage of: _____ feet and a depth of: _____ feet.

Present zoning: _____

PROPERTY SOUGHT FOR HOME OCCUPATION IS OWNED BY:

Name: _____

Address: _____

Phone Number: _____

Email Address: _____

It is proposed that the property will be put to the following use:

It is proposed that the following area(s) will be used for the business activity:

Attached hereto are two (2) prints of the subject property plot plan showing the lot or parcel location within the City, the buildings to be used for the business activity, the location of exterior doors, the area of said buildings to be used for business activity, and the size of the parking area & drive. These prints are made a part of this petition and are drawn to scale showing the dimensions of the relevant structures.

The applicant hereby affirms that all statements herein are true and correct to the best of his/her knowledge. Furthermore, the applicant has read, acknowledges, and agrees to abide by the conditions and requirements as detailed below and in Section 20.07 of Zoning Appendix A of the Swartz Creek City Code of Ordinances.

Signature of Applicant

Address:

Approved: Yes No

Approving Signature:

Title:

Date:

Home Occupation Conditions: Home occupations may be permitted subject to the following conditions:

1. The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to its use for residential purposes, and not more than twenty percent (20%) of the habitable floor area of the dwelling unit may be used for the purposes of the home occupation.
2. A home occupation, including storage of materials and goods, shall be entirely conducted within the confines of the dwelling unit.
3. There shall be no change in the outside appearance of the structure or premises, or other visible evidence of conduct of the home occupation, and there shall be no external or internal alterations that are not customary in residential areas.
4. Unless specifically otherwise provided herein, no article shall be sold or offered for sale on the premises except as prepared within the dwelling or accessory building or is provided as incidental to the service or profession conducted therein. A retail showroom, sales area, outlet, or similar facility is prohibited.
5. Traffic generated by such operation shall not be greater than that for normal residential purposes.
6. No equipment or process shall be used in the home occupation that creates noise, vibration, glare, fumes, odor, or electrical interference that are nuisances to persons off the lot. Any electrical equipment or process which creates visual or audible interference with any radio or television receivers off the premises or which cause fluctuations in line voltages off the premises shall be prohibited.
7. No outdoor display and/or storage of materials, goods, supplies, or equipment used in the home occupation shall be permitted on the premises with the exception of one (1) commercial vehicle or trailer and/or trailer combination.
8. Any necessary parking spaces for vehicles generated by the conduct of the home occupation shall be provided off the road.
9. A permit and fee is required once every two (2) years.
10. No employees other than occupants of the premises shall be engaged in such occupation. The operator of a home occupation shall reside within the same dwelling unit in which the activity is conducted.
11. In no way shall the appearance of the structure be altered or the occupation within the residence be conducted in a manner which would cause the premises to differ from its residential character either by the use of colors, materials, construction, lighting, or the emission of sounds, noises, or vibrations.
12. The home occupation shall not exceed twenty percent (20%) of the habitable floor area of the dwelling unit. Habitable floor area of a dwelling unit shall include the floor area of all heated and ventilated (habitable) rooms and areas within the dwelling unit including basements and habitable attic space. Further, the use shall not exceed 400

square feet and at least 850 square feet of the dwelling unit must remain in residential use.

13. There shall be no outside or visible storage of any kind related to the home occupation.
14. No equipment or process shall be used in a home occupation which creates noise, vibration, glare, fumes, heat, dust, odors, or electrical interference detectable to the normal senses off the lot. The production, storage or dumping of combustible, hazardous materials, or toxic substances on the property is prohibited.
15. No use shall require internal or external alterations or involve construction features or the use of electrical or mechanical equipment that would change the fire rating of the structure or the fire district in which the structure is located.
16. In order to preserve the residential appearance and character of a neighborhood, signs and window or yard displays of merchandise for sale or trade shall not be permitted.
17. The home occupation may increase vehicular traffic and parking only such that no more than two (2) additional vehicles other than those owned and operated by the resident family, are parked on the subject parcel at any time. The use shall not necessitate, or result in, on-street parking of vehicles. Parking shall not be permitted in the front yard.
18. The pickup and delivery of goods in connection with the home occupation shall not exceed one pickup and one delivery each day (between the hours of 6:00 a.m. and 8:00 p.m.) and shall be restricted to the use of a vehicle having a gross vehicle weight of fourteen thousand (14,000) pounds or less.
19. No home occupation shall cause an increase in the use of any one or more utilities (water, sewer, electricity, trash removal, etc.) such that the combined total use for the dwelling unit and home occupation exceeds by more than ten (10) percent the average for the residence itself, measured over the previous 12-month period.

Prohibited Home Occupations: The following uses are not permitted as home occupations:

1. Stables or kennels.
2. Automobile body repair, machine shop or any similar business.
3. Animal hospitals.
4. Welding service.
5. Funeral parlors or undertaking establishments.
6. Antique shops.
7. Rooming houses and tourist homes.
8. Dancing schools.

9. Contractors, such as building construction, electrical, plumbing landscaping, lawn mowing, masonry, snow plowing, excavating, and similar businesses.
10. Trailer rental.
11. Private clubs.
12. Restaurants and tea rooms.
13. Repair shops of any kind that may create nuisance factors.
14. Repair, maintenance, painting service, and storage of automobiles, machinery, tools, trucks, boats, recreational vehicles and similar items.
15. Utility and public service buildings
16. Any proposed home occupation neither specifically permitted above, nor specifically prohibited above, shall be reviewed as a special land use. The City Council may establish appropriate standards for the operation of such special land use to meet the standards of the Ordinance. The Council may determine, after public hearing, that a use not specifically mentioned above that has similar negative impacts as one or more of the uses above is also not permitted.

Voiding of Permit: Home occupations may be monitored and reviewed to insure that they are operated in compliance with the requirements herein or any conditions stipulated in their approval. Noncompliance with the requirements herein and/or the conditions of approval relating to the permit for a home occupation shall constitute grounds for the Zoning Administrator to terminate said permit.

Permit Validity: Home occupation permits shall be renewed every two years, subject to review and approval by the Zoning Administrator. Violations concerning Home Occupation permits shall be enforced per Article 32 of the of the Zoning Appendix A of the Swartz Creek City Code of Ordinances.