

APPLICATION FOR HOME OCCUPATION



DEVELOPMENT SERVICES

410 SE Main St, Ste 102, Grimes, IA 50111

P: (515)986-4050 | F: (515)986-4088

www.grimesiowa.gov

DATE SUBMITTED: _____

APPLICANT INFORMATION:
NAME: _____
ADDRESS: _____
CITY, STATE, ZIP: _____
PHONE: _____
E-MAIL ADDRESS: _____

BUSINESS INFORMATION:
BUSINESS NAME: _____
BUSINESS OWNER: _____
ADDRESS: _____
CITY, STATE, ZIP: _____
PHONE: _____
E-MAIL ADDRESS: _____

PROPERTY OWNER INFORMATION:
PROPERTY OWNER NAME: _____
ADDRESS: _____
CITY, STATE, ZIP: _____
PHONE: _____
E-MAIL ADDRESS: _____

I HEREBY ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION AND STATE THE ABOVE IS CORRECT AND AGREE TO COMPLY WITH ALL CITY ORDINANCES AND STATE LAWS REGULATING ZONING AND OCCUPANCY. I ALSO UNDERSTAND THAT IF ANY MODIFICATIONS ARE PLANNED, AN APPLICATION FOR BUILDING PERMIT MAY BE REQUIRED.

PRINT APPLICANT'S NAME

APPLICANT'S SIGNATURE

DATE

PLEASE PROVIDE DETAILED DESCRIPTION OF THE PROPOSED BUSINESS:

TOTAL SQUARE FOOTAGE OF THE HOME: _____
TOTAL SQUARE FOOTAGE USED FOR BUSINESS OPERATION: _____
NUMBER OF NON-RESIDENT EMPLOYEES: _____
NUMBER OF COMMERCIAL VEHICLES PARKED ONSITE: _____
HOURS OF OPERATION: _____
STORAGE OF COMBUSTABLE MATERIALS?
YES NO
IF YES, DESCRIBE:

WILL FOOD BE PREPARED ONSITE?
YES NO
ARE CHANGES TO THE BUILDING/SPACE PLANNED?
YES NO
IF YES, DESCRIBE:

IS SIGNAGE PLANNED?
YES NO

DEVELOPMENT SERVICES DEPARTMENT TO COMPLETE THE FOLLOWING:
SUBDIVISION: _____ LOT #: _____
ZONING: _____

APPROVED APPROVED WITH CONDITIONS (SEE ATTACHED)
 DENIED (SEE ATTACHED)

PLANNER OR AUTHORIZED REPRESENTATIVE

DATE

Home Occupation Checklist



**Home occupations are required to meet these requirements. Please initial next to each item as an agreement to follow the regulations.*

_____ No more than one (1) person who is not a resident on the premises shall be employed.

_____ No more than twenty-five percent (25%) or four hundred (400) square feet of the floor area of the dwelling unit, whichever is less, shall be devoted to the home occupation.

_____ No alteration of the principal residential building shall be made which changes the character and appearance thereof as a dwelling.

_____ No stock of goods shall be displayed or sold on the premises in excess of thirty (30) cubic feet in volume.

_____ The home occupation shall be conducted entirely within the principal dwelling unit or in a permitted building accessory thereto, and in no event shall such use be apparent from any public way.

_____ There shall be no outdoor storage of equipment or materials used in the home occupation.

_____ Not more than one (1) commercial vehicle used in connection with any home occupation shall be parked on the property.

_____ No mechanical, electrical or other equipment which produces noise, electrical or magnetic interference, vibration, heat, glare or other nuisance outside the residential or accessory structure shall be used.

_____ No sign, other than one (1) unlighted sign not over one (1) square foot in area attached flat against the dwelling and displaying only the occupant's name and occupation, shall advertise the presence or conduct of the home occupation.

_____ No home occupation shall be permitted which is noxious, offensive or hazardous by reason of vehicular traffic, generation or emission of noise, vibration, smoke, dust or other particulate matter, odorous matter, heat, humidity, glare, refuse, radiation or other objectionable emissions.

_____ There shall be no off-premises signs, radio, television, newspaper, handbill or similar types of advertising linking the premises with the home occupation.

Applicant Name _____ Signature _____ Date _____