

HOME OCCUPATION QUESTIONNAIRE:

Please fill out and return with your application to the City of West Plains, 1910 Holiday Lane, West Plains, MO 65775. Telephone 417-256-7176

Applicant Name: _____

Business Name: _____

Address: _____

1. Describe type of business you propose to conduct: _____

2. Will this business be conducted entirely within your residence as it relates to activities at your residence? Yes _____ No _____

3. Will there be any employees other than your immediate household? Yes _____ No _____
If so, describe: _____

4. Is the dwelling used mainly as your family residence? Yes _____ No _____

5. How many vehicles are used in conjunction with the business? _____

6. Will anything be made on the premises? Yes _____ No _____.
If so, describe what & how it will be made: _____

7. What equipment and machines are used in the business? _____

8. Will anything be stored on the premises? Yes _____ No _____.
(If in car, van, truck, so state): _____

9. Will there be any materials, goods, supplies delivered to the residence? Yes _____ No _____.
If so, state how frequency: _____

10. Will any customers or clients come to your home? Yes _____ No _____.
If so, how many per day? _____

11. How is contact made with customers or clients? _____

12. Will any items be sold on the premises? Yes _____ No _____.
If so, describe: _____

13. Will any other location be used in conjunction with this business? Yes _____ No _____.
If so, describe: _____

14. If product is sold or distributed, how is it delivered to the customer? _____

15. Is outside signage planned? Yes _____ No _____

16. Is customer parking planned (other than named residents)? Yes _____ No _____.

FOR APPLICANT: In signing this document, I state that I have received, read, and understand the "Ordinance for a home occupation" and that I will abide by all such regulations. I realize that a violation of these items is justification for revoking my licenses and prosecution for a zoning violation.

Signature of Applicant _____ Date _____

Ordinance for a Home Occupation

• ***Home occupation means an accessory use of a service character customarily conducted within a dwelling by the residents thereof, which is clearly secondary to the use of the dwelling for living purposes and does not change the character thereof or have any exterior evidence of such secondary use and in connection there with meets the following limitations:***

(1) No person other than someone related by blood, marriage, adoption, or custodial relationship to the person conducting the home occupation and who also resides in the dwelling unit shall be employed on the property except that an outside assistant may be allowed for a general day care only in the absence of the regular caregiver who resides in the home.

(2) The home occupation shall be conducted entirely within the principal residential building or in a permitted accessory building or on a temporary site away from the property.

(3) No sign shall advertise the presence or conduct of the home occupation, except that a two-square-foot nameplate shall be allowed.

(4) No stock in trade, equipment, or commercial trash shall be stored in a manner visible to the public or in such a manner to cause a nuisance to neighbors.

(5) No alteration of the principal residential building shall be made which changes the character thereof as a dwelling.

(6) The home occupation shall not produce offensive noise, vibration, smoke, electrical interference, dust, odors, or heat detectable beyond the property lines or beyond the walls of the dwelling unit if the unit is part of a multifamily structure.

(7) The receipt or delivery of merchandise, goods, or supplies for use in a home occupation shall be limited to the United States mail, similar parcel delivery service or private vehicles with a gross vehicle weight rating of 10,000 pounds or less

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(8) Not more than one vehicle shall be utilized in the business and parked at the residence.

(9) No customer parking areas shall be provided.

(10) No home occupation shall generate traffic, parking, sewage, water use or noise in excess of what is normal in a residential neighborhood.

(11) A business license shall be obtained as required by other sections of this Code or city ordinances.