



HOME OCCUPATION CHECKLIST

1. Describe the proposed home occupation: _____

2. Is the proposed occupation included in the list on the following page?..... yes no

3. Do you reside at the residence?..... yes no

4. If you are not the owner, has the owner approved the occupation? yes no

5. If subject to homeowners' association regulations or covenants and restrictions, has any necessary approval been obtained? yes no

6. Are all employees a member of the resident family? yes no

7. Do all employees reside at the residence? yes no

8. Will the occupation be carried on entirely within the main building? yes no

9. Will the home be free of outside indications of the occupation (signage, materials, vehicle, or equipment storage; frequent loading, delivery or pick-up, or similar)?.... yes no

10. Will the home be free of any onsite advertising/signs? yes no

11. Describe the vehicular or pedestrian traffic that will be generated (may be attached): _____

12. Are all vehicles for the occupation registered to this business/address? yes no

13. Will all parking related to the occupation be within a garage or on an approved parking surface? yes no

14. Will the home occupation be free from any noise, vibration, smoke, dust, odors, heat, glare, or other offense to abutting property owners? yes no

15. If making alterations to the home, have all required permits been obtained? yes no

HOME OCCUPATION REGULATIONS

Per the Parkville Municipal Code, home occupations are permitted as follows:

Any occupation or activity which is clearly incidental and secondary to use of the premises for dwelling and which is carried on wholly within a main building by a member of a family residing on the premises in connection with which there is no advertising, and no display or storage of materials or generation of substantial volumes of vehicular or pedestrian traffic or parking demand or other exterior indication of the home occupation or variation from the residential character of the building; and in connection with which no person outside the resident family is employed and no equipment used which creates offensive noise, vibration, smoke, dust, odors, heat or glare. When within the above requirements, a home occupation includes, but is not limited to the following:

1. Art studio;
2. Dress-making
3. Professional office of a physician, dentist, lawyer, engineer, architect, accountant, salesman, real estate agent, insurance agent, or other similar occupation;
4. Teaching, with musical instruction limited to one (1) or two (2) pupils at a time.
5. The keeping, boarding or caring for not more than two (2) children not related to the occupant for monetary or valuable considerations. The keeping, boarding or caring for more than two (2) children not related to the occupant for monetary or valuable considerations shall not be permitted unless a Conditional Use Permit for such purpose has been granted.
6. A home occupation shall not be interpreted to include barbershops, beauty parlors or restaurants.

ACKNOWLEDGEMENT

I, the undersigned, do hereby certify and affirm by my signature that all information contained herein is true and correct. I acknowledge that the proposed home occupation shall comply with the applicable sections of the Parkville Municipal Code. I do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for the retraction of this permit, and enforcement and penalties as prescribed by the Parkville Municipal Code. I understand that if the circumstances of my home occupation change, I must resubmit an occupational license application for approval by the City of Parkville. I understand that in any case this application must be renewed annually.

Applicant's signature

Date

Property owner's signature (if other than the applicant)

Date

For City Use Only

“Approved” “Disapproved”

Community Development Director

Date

Conditions: _____
