



**City of Roseville
Building Department**

29777 Gratiot Ave
Roseville MI, 48066

HOME OCCUPATION PERMIT APPLICATION & REGULATIONS

Pursuant to the requirements of the Zoning Ordinance of the City of Roseville, Article IV, Section 370-14, the Building Department may issue permits for Home Occupation provided they meet the criteria of the Ordinance (as listed on the reverse).

BUSINESS NAME: _____

APPLICANT'S NAME: _____

ADDRESS: _____ ROSEVILLE, MI 48066

PERMANENT PARCEL # _____

NATURE OF PROPOSED BUSINESS:

PLEASE COMPLETE ALL INFORMATION:

GROUND FLOOR AREA OF HOME _____

AREA OF HOME TO BE USED FOR OCCUPATION _____

EQUIPMENT USED IN OPERATION _____

IS ANYTHING SOLD FROM THE PREMISES? PLEASE DESCRIBE: _____

NUMBER OF PARKING SPACES ON THE PROPERTY _____

NUMBER OF EMPLOYEES AND RELATIONSHIP TO APPLICANT _____

ZONING CLASSIFICATION OF PROPERTY _____

****Please attach a drawing of the layout of the premises and area to be used for Home Occupation****

I hereby depose and say that all of the above statements and the statements contained in the papers submitted herewith are true and correct. I have read and understood the attached regulations for a home occupation permit.

APPLICANT'S SIGNATURE

PHONE NUMBER

OFFICE USE

APPROVED

DISSAPROVED

BUILDING OFFICIAL'S SIGNATURE

DATE

HOME OCCUPATION CHECKLIST

Home occupations may be permitted provided they shall:

1. Be conducted wholly and entirely within the principal dwelling.
2. Be located either in the basement or on the ground floor of the principal dwelling and shall occupy not more than 25% of the ground floor area of the principal dwelling.
3. Be conducted only by the inhabitants thereof as defined in Article II of this chapter, there being no other employees or assistants employed in connection with a home occupation.
4. Not involve the keeping of a stock-in-trade, and no article shall be sold or offered for sale except such as may be produced or provided by the inhabitants thereof. All products produced on the premises shall be sold off premises.
5. Have no equipment or machinery used in connection with a home occupation which is industrial in nature.
6. Not change the character of the residential appearance and orientation of the dwelling as a residential use.
7. Not require internal or external alterations or construction other than that which may be required to meet local or state safety or construction code standards, as authorized by the City.
8. Not be carried on to an extent that will require parking in excess of that required for a residential building by this chapter.
9. Have no signs, advertising devices or other manifestations located on the exterior of the dwelling structure or within any yard area which suggests or implies the existence of a home occupation.
10. Not include clinics, hospitals, barber or beauty shops, tea rooms, tourist homes, kennels, dog grooming, millinery shops or any other use similar to the above use or which does not meet the above requirements.
11. Be approved by the Building Department when it is determined that the above conditions are met. The Building Department may then issue a special use permit. Once established, no home occupation shall deviate from the above required condition. Upon filing of a complaint by a neighbor or by the City, no home occupation shall be continued when the same shall be found objectionable or in violation of the above conditions by the Zoning Board of Appeals due to noise, electrical interference, dust, smoke odor, vibration, traffic congestion, reduction of on-street parking, area reduction in the living environment of the dwelling, or the neighborhood, or other causes for which a reasonable complaint is brought.

If you have any questions, please contact the Building Department (586) 445-5450