



City of Florissant
 Public Works Department
 955 Rue St. Francois
 Florissant, MO 63031
 (314) 839-7648, Ext. 7204
 publicworks@florissantmo.com

\$25.00 FEE PAID

DATE: _____

RECIEPT # _____

APPLICATION FOR HOME OCCUPATION

DATE OF INSPECTION: _____ TIME: _____

NAME OF BUSINESS: _____

TYPE OF BUSINESS: _____

NAME OF APPLICANT: _____ OCCUPANCY VERIFIED: _____

ADDRESS: _____

PHONE NUMBER: _____ CURRENT ZONING: _____

I hereby agree that the Home Occupation I am applying for meets the criteria of Zoning Code Sec. 405.0325:

1. HOME OCCUPATION ACTIVITIES SHALL BE CONDUCTED ENTIRELY WITHIN A RESIDENCE AND SHALL BE CLEARLY INCIDENTAL TO THE USE OF THE PROPERTY AS A RESIDENCE.
2. HOME OCCUPATION ACTIVITIES SHALL BE CONDUCTED BY NO MORE THAN TWO (2) MEMBERS OF THE FAMILY. NO OTHERS MAY BE EMPLOYED. VERIFICATION OF OCCUPANCY REQUIRED.
3. NO STORAGE OF EQUIPMENT, VEHICLES, OR STOCK IN TRADE ASSOCIATED WITH THE HOME OCCUPATION ARE PERMITTED OUTSIDE THE RESIDENCE, ACCESSORY STRUCTURE(S) OR ON THE PREMISES WITH THE EXCEPTION OF A HOME OPERATED LAWN CARE BUSINESS. HOME OPERATED LAWN CARE BUSINESSES MAY STORE ONE (1) PROPERLY LICENSED TRAILER ON THE PROPERTY. TRAILER SHALL BE KEPT CLEAN AND EQUIPMENT FOR THE LAWN CARE BUSINESS MUST BE STORED ON THE TRAILER. MAX DIMENSIONS ARE SIX (6) FEET BY SIXTEEN (16) FEET. EQUIPMENT STORED ON THE TRAILER SHALL NOT EXCEED SIX (6) FEET IN HEIGHT AND TRAILER SHALL BE KEPT IN AN ENCLOSED AREA OR SHALL BE COVERED AND PARKED BEHIND THE PROPERTY LINE ON AN IMPROVED SURFACE.
4. NO DISPLAY OF PRODUCTS VISIBLE FROM OUTSIDE THE RESIDENCE.
5. NO CHANGE OF APPEARANCE OF THE RESIDENCE OR PREMISES OR VISIBLE EVIDENCE OF THE ACTIVITIES FOR A HOME OCCUPATION.
6. TOTAL AREA OF A HOME OCCUPATION SHALL NOT EXCEED TWENTY PERCENT (20%) OF THE GROSS FLOOR AREA OF THE RESIDENCE, EXCLUSIVE OF THE BASEMENT.
7. NO EQUIPMENT OR ACTIVITIES FOR A HOME OCCUPATION SHALL CREATE NOISE, VIBRATION, GLARE, FUMES, OR DETECTABLE ODORS.
8. THERE SHALL BE NO ADVERTISING, DISPLAY, OR OTHER INDICATION OF A HOME OCCUPATION ON THE PROPERTY.
9. NO SELLING, STOCK IN TRADE, SUPPLIES, OR PRODUCTS, EXCEPT THAT ORDERS MAY BE FILLED ON THE PREMISES. DIRECT SALES OF PRODUCTS, DISPLAY SHELVES, OR RACKS IS PROHIBITED.

 APPLICANT'S SIGNATURE

 DATE

OFFICE USE ONLY

APPLICATION APPROVED

DATE: _____

APPLICATION DENIED

DATE: _____

APPROVED BY: _____

Building Commissioner

"Our mission is to preserve and improve the health, safety, and welfare of our residents, businesses and the general public in the City of Florissant; while at the same time maintaining property values and improving the quality of life in the City of Florissant."



CERTIFICATE OF HOME OCCUPATION POLICY

I, _____, do hereby agree to the following conditions and terms the City of Florissant
Printed Name

has set forth for this Home Occupation at _____, Florissant, MO.
Printed Address

1. A Certificate of Home Occupation is a Business License requiring approval. Fee is to be paid at the Public Works office, 955 Rue St. Francois Florissant, MO 63031
2. Home Occupation activities by a maximum of two (2) members of the family residing in the residence.
3. A Home Occupation is strictly for activities carried on inside. Visits by the general public shall be prohibited.
4. There shall be no storage of equipment, vehicles or supplies outside of the residence or accessory structure(s) on the premises, with the exception of a home operated lawn care business. Home operated lawn care businesses may store one (1) properly licensed trailer on the property. Trailer shall be kept clean and any equipment pertaining to the lawn care business must be stored in the trailer that shall not be larger than six (6) feet by sixteen (16) feet and the equipment stored on the trailer shall not exceed six (6) feet in height and the trailer shall be parked in an enclosed area or shall be covered and parked behind the front property line on an improved surface.
5. No Business used vehicles will be parked on the street near the Residence address indicating the vehicle is in use for said business. This includes, but is not limited to, business related materials in the vehicle, equipment on the Business vehicle for Business activities, or any signage on the vehicle for identification or endorsement purposes. If signage is desired for the Business vehicle, a magnetic decal that can be removed when said vehicle is not in Business use is suggested.
6. Absolutely no trucks with trash or debris are permitted in residential districts overnight.
7. A Certificate of Home Occupation is invalid when there are paid employees residing at another residence.
8. No signs in the area to advertise the Business.
9. The Home Occupation shall not exceed 20% of the total square footage of the gross floor, exclusive of the basement. Submit drawing of area used.
10. The type of Business must be approved by the Building Commissioner for the zoning of the property.
11. Office area shall not be used as a bedroom at any time.
12. If the Business address is a rental unit (house, apartment, etc.), the applicant will provide the Application, this completed Home Occupation Policy Sheet and permission on letterhead from the Property Owner agreeing to the Home Occupation.
13. I understand all outstanding fees for this Property must be paid in full. If an outstanding fee exists, the Application will be denied or voided until the fee is paid.

I am aware that this Home Occupation must be approved by the City of Florissant. Please contact publicworks@florissantmo.com or 314-839-7648 ext. 7204 for full regulations and requirements.

Signed _____

Dated _____

City Staff Member _____

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