

# HOME OCCUPATION APPLICATION

Planning Department, City of Grand Haven  
519 Washington Avenue, Grand Haven, MI 49417  
Phone: (616) 935-3276 Website: [www.grandhaven.org](http://www.grandhaven.org)

**Per Zoning Ordinance requirements (Section 40-314) every home occupation must be registered with the Planning Department.**

## 1. Property Information

Address/location of property: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Type of Home Occupation requested: \_\_\_\_\_

Details of Home Occupation: \_\_\_\_\_

Zoning District: \_\_\_\_\_

**2. Minor Home Occupation:** *A Minor Home Occupation shall be permitted in a residential zoning district. Please provide written verification that all of the following conditions have been complied with:*

- Must be registered with the Zoning Administrator. Registration shall be provided on forms developed by the City and may require a fee as determined by the City Council. Such registration shall document that the minor home occupation shall be conducted in accordance with the terms of this section.
- Must be conducted entirely within a residential building or within an accessory structure, and must not be evident in any way from the street or from any neighboring premises.
- Must not change the character of the building in which it is conducted and must not constitute, create or increase a nuisance.
- The operator of the home occupation shall make the dwelling unit within which the home occupation is conducted his/her primary residence, where the operator regularly sleeps, eats, entertains and conducts other functions and activities normally associated with home life. Not more than one non-resident may be employed by the home occupation.
- Must employ only mechanical equipment which is similar in power and type used for household purposes and hobbies.
- Must not generate noise, vibrations, smoke, dust, odor, heat, or glare which are detectable beyond the property lines. Furthermore, the home business shall not create an electrical interference with the transmission of television, cellular, wireless service, or radio in the area which exceeds that which is normally produced by a residential dwelling unit in the district.
- Must provide sufficient solid waste receptacles sufficiently screened and maintain the property free of debris.



- Must not devote more than twenty-five (25) percent of the principal building and accessory buildings to such home occupation.
- Must not require parking spaces in excess two (2) spaces, located in the driveway or on the street directly adjacent to the property.
- Must not generate vehicle trips in excess of ten (10) trips per day.
- On-site sale of merchandise shall be limited to:
  - Items commonly traded or collected or occasionally bought and sold by hobbyists (i.e. antiques, stamps, coins, comics, etc.), but not including automobiles or firearms.
  - Crafts and artistic products produced on-site
- No more than two (2) customers, clients, students or patients shall be on the premises in which a home occupation is located at any one time.
- Visits by customers, clients, students or patients to a premises in which a home occupation is located shall be limited to the hours of 7am to 8pm.
- All Building, Housing, Fire and other local or State codes and ordinances shall be adhered to for home occupations.
- A minor home occupation shall include an individual's ability to operate as a registered primary caregiver, as defined by and in compliance with the General Rules of the Michigan Department of Community Health, Michigan Admin Code, R 333.101 through R 333.133 (the General Rules), the Michigan Medical Marihuana Act, PA 2008, Initiated Law, MCL 333.26421 *et seq* (the "Act") and the requirements of this Chapter. See Section 40-314 of the City of Grand Haven Zoning Ordinance for additional regulations.

**3. Required Information**

- Signed copy of application.
- Written verification that all of the above conditions have been complied with.
- \$25 Permit Fee

*Note: A Major Home Occupation is a home occupation that cannot meet the above conditions. If you are unable to meet the above listed conditions, you must submit an application to the Planning Commission, requesting a Special Land Use Permit to operate a Major Home Occupation at this residence.*

**By Signing below, the applicant agrees to perform the described work in accordance with all applicable Sections of the City of Grand Haven Code of Ordinances. Signer will insure that all inspection requests are made a minimum of 24 hours prior to the requested time.**

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

