



## Minor Home Occupation Application



**Planning & Zoning Dept.**  
**231.723.6041**

The City of Manistee Zoning Ordinance defines a Home Occupation as: *“An activity carried out for gain by a resident and conducted as a customary, secondary, incidental, and accessory use in the resident’s dwelling, but not a hobby. Without limiting the foregoing, any dwelling used by an occupant of that dwelling to give instruction in a craft or fine art within the dwelling shall be considered a home occupation.”*

**Please Print**

**REGULATIONS AND CONDITIONS:**

**Minor Home Occupations** shall receive a zoning permit upon a finding by the Zoning Administrator that the proposed home occupation shall comply with all of the following requirements.

- a. The home occupation(s) shall be conducted entirely within enclosed structures and shall be limited to the personal residence of the person engaging in the home occupation and not more than one approved accessory building.
- b. The home occupation(s) shall be an accessory use to the residential use of the property.
- c. The activities and carrying on of the home occupation shall be operated in such a manner that other residents of the area, under normal circumstances, would not be aware of the existence of the home occupation. One exterior, unlighted wall mounted sign shall be permitted with a total area of not more than four (4) square feet. [Requires a Sign Permit.](#)
- d. With the exception of material purchased over the counter for household cleaning, lawn care, operation of a photocopy machine, paint, printing, arts and craft supplies or heating fuel, the home occupation(s) shall not involve the:
  - 1) Generation of any hazardous waste as defined in P.A. 64 of 1979, as amended, being the Hazardous Waste Management Act (MCL 229.433 et. seq.), or
  - 2) Use of materials which are used in such quantity, or are otherwise required, to be registered pursuant to the Code of Federal Regulations, Title 29, Chapter XVII, part 1910.2 (Dept. of Labor Regulations).
- e. Not more than one (1) automobile associated with the home occupation may be parked on the street at any time. Any other parking shall be on the parcel where the home occupation is taking place, however, an additional parking area shall not be constructed and the existing driveway prior to the establishment of the home occupation shall be used for other customer parking.
- f. Only the inhabitants of the residence plus not more than one (1) non-resident shall be employed by the home occupation.
- g. No additional rooms or accessory structures may be added to the dwelling to accommodate the home occupation.

**Applicant Information**

**Name of Owner or Lessee:**

Address:

Phone #:

Cell#:

e-mail:

**By signing the applicant agrees to the above regulations and conditions for a Minor Home Occupation [and to Register the Minor Home Occupation](#) with the City Clerk (Business Registration Application). In the event that the Home Occupation is expanded the applicant will contact the City of Manistee Zoning Administrator to see if a Major Home Occupation Permit is required (requires a Special Use Permit).**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Office Use Only**

Zoning District:

Notes:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_