



Community Development Department
10000 E 59th Street • Raytown, MO 64133
Phone: 816-737-6014 • Fax: 816-737-6164

HOME OCCUPATION USE PERMIT

Date of Application _____

Applicant Name _____

Business Name _____

Business Address _____

Type of Business _____

Telephone Number _____ Zoning District _____

A. Home occupations are subject to the following regulations (Zoning Ordinance, Section 4-2.01.8): Non-compliance of any of the following regulations can result in denial or revocation of an approved Home Occupation License. Please review the following regulations to ensure that your proposed business will comply with them.

- Are there any other business's at this address? _____

1. Said use(es) shall be conducted solely within the confines of the main dwelling and shall not exceed twenty five percent (25%) of the floor area.
2. Garages or carports, whether attached or detached, shall only be used for the storage of automobiles related to the home occupation.
3. All materials, equipment and samples associated with such home occupation shall be stored completely within the dwelling.
4. No alterations or additions shall be made to a dwelling or accessory structure for business or commercial purposes which will alter the residential appearance of such dwelling.
5. There shall be no entrance or exit way specifically provided in the dwelling or on the premises for the conduct of the home occupation.
6. Permitted home occupations shall not include the employment of any persons not residing on the premises.
7. No traffic shall be generated by such home occupation between the hours of 10:00 P.M. and 6:00 A.M. in greater volumes than would normally be expected in a residential neighborhood, and any need for parking generated by the conduct of such home occupation shall be met by off-street parking areas not located in a required front yard.
8. The home occupation shall not cause the elimination of required off-street parking.
9. No uses that create excessive illumination, noise, odor, dust, vibration, air pollution, water pollution or conflict with the use of adjacent property for residential uses are permitted.
10. A family day care home may be operated as a home occupation, subject to the following conditions:
 - a. The family day care must be operated by a person who resides in the single-family dwelling.

- b. Care is provided to no more than five (5) children not related to the day care provider, at any one time.
- c. At least 500 square feet of contiguous, compact outside play area in the rear yard of the premises must be available for outside recreation of children
- d. Play area must be enclosed with a fence at least sixty (60) inches in height.
- e. An off-street, unobstructed, paved parking area for the pick up and drop off of participants must be provided.
- f. Any body of water, natural or man-made, must be fenced and secured in accordance with the Raytown Code of Ordinances.
- g. No family day care home shall be located within 1,200 feet of any other type of day care, as measured from nearest property line to nearest property line.
- h. The day care must be licensed by the State of Missouri and shall continuously maintain a current license with the State of Missouri.

Copy of state license submitted: _____ Yes _____ No

11. An adult day care may be operated as a home occupation, subject to the following conditions:

- a. The adult day care must be operated by a person who resides in the single-family dwelling.
- b. Care is provided for no more than five (5) adults at any one (1) time. An adult day care participant, who is not mentally or physically capable of negotiating a normal path to safety, shall count as three persons. The City may request a statement from a physician that a participant is mentally and physically capable of negotiating a normal path to safety.
- c. When assistive devices or aids are necessary for an adult day care participant to negotiate a normal path to safety, the adult day care shall be handicap accessible.
- d. Rear yard must be enclosed with a fence at least sixty (60) inches in height.
- e. An off-street, unobstructed, paved parking area for the pick up and drop off of adults must be provided.
- f. No adult day care may be located within 1,200 feet of any other type of day care, as measured from nearest property line to nearest property line.
- g. The adult day care must be licensed by the State of Missouri and continuously maintain a current license with the State of Missouri.

Copy of state license submitted: _____ Yes _____ No

- 12. The following uses are specifically prohibited as home occupations: retail or wholesale sales; sales to the public on the premises not incidental thereto; equipment rental; sale of any parts; lawnmower, appliance equipment and machinery repair; automobile and other motor vehicle repair services and/or sales; and uses requiring the storage or use of highly flammable, toxic or other hazardous materials. Specifically prohibited home occupations may receive a Home Occupancy Accessory Use Permit from the Board of Zoning Adjustments.
- 13. A home occupation permit shall be issued to the applicant, and the same shall not be transferable or assignable, nor shall it be contained on the subject property after the use shall have been discontinued or abandoned for a period of sixty (60) days.
- 14. Home occupations established prior to the enactment of these regulations will continue to be subject to the zoning regulations in effect on the date that the home occupation was commenced. A home occupation permit subject to the provisions of these zoning regulations will be required after the discontinuance or abandonment of such a home occupation.
- 15. After the zoning approval section has been signed by the Community Development Department, an inspection of the property by the Community Development Department is required and shall be

scheduled. Upon approval by the inspector that the property and proposed use are in compliance, an occupational license application and fee may be accepted for final processing in the Community Development Department at Raytown City Hall.

My signature below signifies that I have read and understand the above standards and agree to abide by them. I also understand that violation of any of the standards listed herein can result in revocation of this home occupation license and will place me in violation of the City of Raytown Zoning Ordinance.

APPLICANT _____ DATE _____

DRIVERS LICENSE NUMBER: _____

OFFICE USE ONLY

ZONING APPROVED

BY _____ DATE _____

HOME INSPECTION APPROVED

BY _____ DATE _____

DENIED

BY _____ DATE _____

REASONS FOR DENIAL

Requires Approval by Board of Zoning Adjustment

Other (Please Explain) _____

