

# HOME OCCUPATION INFORMATION QUESTIONNAIRE

SLU CASE NUMBER \_\_\_\_\_

PROCESSING FEE \$125

The information provided by the applicant on this form will be distributed to the Delta Township Planning Commission for review. Please read Section 18.6.0 D paragraphs (1) through (11) of the Delta Township Zoning Ordinance before completing this questionnaire. If you have any questions regarding the information requested on the form, please contact:

Delta Township Planning Department  
7710 West Saginaw Highway  
Lansing, Michigan 48917  
Phone: (517) 323-8560

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(PLEASE PRINT OR TYPE)

Q-1. APPLICANT: Name \_\_\_\_\_  
(Last) (First) (Middle Initial)

Address \_\_\_\_\_  
(Street & Number) (City) (State) (Zip Code)

Telephone \_\_\_\_\_  
(Business) (Home)

Q-2. OWNER: Name \_\_\_\_\_  
(Last) (First) (Middle Initial)

Address \_\_\_\_\_  
(Street & Number) (City) (State) (Zip Code)

Telephone \_\_\_\_\_  
(Business) (Home)

Q-3. Type of Business \_\_\_\_\_

Q-4. Provide a description in the space provided below of the proposed Home Occupation. Please include a description of the activities involved and the methods of operation.

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Q-5. Does the proposed Home Occupation create noise, dust, vibration, odor, smoke, glare, electrical interference or fire hazard? (Please circle number)

1. NO

2. YES — If YES, please explain in the space provided below.

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Q-6. How many persons will be employed in the conduct of the proposed Home Occupation?

Number of family members \_\_\_\_\_

Q-7. What type of product will be produced, serviced, or repaired in the conduct of your proposed Home Occupation?

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Q-8. Describe any alteration to the home that might be required to facilitate your proposed Home Occupation.

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Q-9. What rooms will be used in the conduct of the proposed Home Occupation and how will these rooms be used?

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Q-10. What is the size of the area to be used for the proposed Home Occupation?

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Q-11. Describe the mechanical and/or electrical equipment (i.e. desk, filing cabinet, copy machine table saw etc.) that will be necessary to the conduct of your activity.

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Q-12. Describe how, where, and in what amounts the material, supplies, and/or equipment related to your proposed Home Occupation will be displayed or stored.

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Q-13. Will people come to your home to obtain any product or utilize any service connected with the proposed Home Occupation activity? (Please circle number)

1. NO

2. YES

If YES please explain in detail the number of customers per day and how many days a week the proposed Home Occupation will operate in the space provided.

A. Estimated number of customers per day \_\_\_\_\_

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B. Days a week proposed Home Occupation is in operation \_\_\_\_\_

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C. Hours of operation \_\_\_\_\_

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Q-14. Is the proposed Home Occupation activity full-time (sole source of income) or part-time (secondary source of income)? (Please circle number)

1. FULL-TIME

2. PART-TIME

Q-15. If trucks or other vehicles will be used in your proposed Home Occupation, where will they be parked or stored?

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Q-16. Will the proposed Home Occupation involve the use of commercial vehicles for delivery of materials to or from the premises? (Please circle number)

1. NO

2. YES

If YES, please explain in the space provided below.

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I HAVE READ AND FULLY UNDERSTAND DELTA TOWNSHIP'S HOME OCCUPATION REGULATIONS {SECTION 18.6.0 D PARAGRAPHS (1) THROUGH (11) OF THE DELTA TOWNSHIP ZONING ORDINANCE} AND ATTEST THAT TO THE BEST OF MY KNOWLEDGE MY PROPOSED HOME OCCUPATION WOULD BE IN TOTAL COMPLIANCE WITH ALL OF THE PROVISIONS SET FORTH IN THESE REGULATIONS.

X  
\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

X  
\_\_\_\_\_  
PROPERTY OWNER'S SIGNATURE

\_\_\_\_\_  
DATE

## DELTA TOWNSHIP HOME OCCUPATION REGULATIONS

Home occupations are permitted in Delta Township's NR, A1, A2, RA, RB, and RC zoning districts subject to the specific requirements contained in Section 18.6.0 D of the Delta Township Zoning Ordinance. These requirements are as follows:

- (1) The Zoning Administrator shall determine whether or not a use shall be required to obtain a special land use permit in order to operate as a home occupation. If, in the opinion of the Zoning Administrator, the proposed home business activities do not generate traffic to the property, or create noise dust, vibration, odor, smoke, glare, electrical interference, or fire hazard to a greater extent than normal, or substantially increase the use of services such as water, sanitary sewer, storm drainage, or garbage collection, the activities may be conducted within the home without having to obtain a special land use permit for a home occupation.
- (2) A home occupation shall only be conducted on the premises of a single family detached dwelling. Home occupations are not permitted within two family or multiple-family dwellings.
- (3) Exterior storage of equipment or accessory items and/or display of materials, goods, or supplies, used in the conduct of the home occupation is prohibited.
- (4) Only members of the immediate family who reside on the premises shall be employed in any part of the operation of the home occupation. All activities related to the home occupation shall be carried on indoors.
- (5) The establishment of a home occupation shall not necessitate exterior modification, except as may be required to accommodate the physically handicapped, or as may be required by the Building Official, to any building on the property.
- (6) A home occupation shall not generate an unduly burdensome amount of traffic for the general area in which it is located. Unless the Planning Commission stipulates otherwise, the home occupation shall not generate more than ten (10) trips per day, excluding trips generated by the occupants of the home. All parking for vehicles associated with the home occupation shall be provided off the street. The following factors shall be considered when reviewing whether traffic generation is unduly burdensome:
  - (a) Is the subject parcel at the entrance or the interior of a subdivision?
  - (b) Is the subject parcel located on a street consisting of three or more lanes and/or a street with an average two-way 24 hour traffic volume in excess of 10,000 vehicles?
  - (c) Is the proposed Home Occupation conducted on the basis of appointments or does traffic peak at certain times of the day.
  - (d) Do the traffic volumes vary on a seasonal basis?
  - (e) Do alternatives exist to generating traffic to the home?
- (7) Home occupations are permitted in both principal and accessory buildings. However, in no case shall more than 400 square feet of gross floor area of the principal and accessory buildings combined be utilized for a home occupation.
- (8) The applicant shall certify that the home occupation will not produce fumes, odors, dust, vibration, noise, smoke, electrical interference, fire hazard or other conditions which might pose a nuisance to adjacent properties.
- (9) The home occupation shall not involve the use or storage of commercial vehicles over one (1) ton in capacity.

- (10) The Planning Commission may stipulate the hours of operation in order to avoid possible disquieting effects from the home occupation to adjacent properties.
- (11) A home occupation shall not sell or offer for sale on the premises any article or service which is not produced on the premises.
- (12) Uses which shall be prohibited as home occupations shall include, but shall not be limited to, the following:
  - (a) nursing or convalescent homes.
  - (b) antique shops.
  - (c) funeral homes.
  - (d) medical or dental clinics or hospitals, or animal hospitals.
  - (e) day care centers or nursery schools.
  - (f) restaurants.
  - (g) repair of automobiles, motorcycles, boats, trailers, trucks or similar equipment or vehicles.
  - (h) kennels.
  - (i) refuse collection businesses.
  - (j) food preparation & catering