



Planning Department  
210 East First Street  
Jordan MN 55352  
(952) 492-2535  
Jordanmn.gov

## Home Occupation Permit

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

*The following **General Provisions** apply to Permitted Home Occupations, per City Code section 154.375:*

- A. No manufacturing business shall be allowed.
- B. No mechanical or electric equipment not customarily found in a home shall be employed, installed or maintained.
- C. No interior or exterior alterations shall be permitted and no construction features shall be permitted which are not customarily found in a dwelling.
- D. No home occupation shall produce light glare, noise, odor or vibration that will in any way have an objectionable effect upon adjacent or nearby property.
- E. No equipment shall be used in the home occupation which will create electrical interference to surrounding properties.
- F. Any home occupation shall be clearly incidental and secondary to the residential use of the premises, should not change the residential character thereof, and shall result in no incompatibility or disturbance to the surrounding residential uses.
- G. There shall be no exterior storage of equipment or materials used in the home occupation, except personal automobiles used in the home occupation may be parked on the site.
- H. The floor area devoted to the home occupation, other than day care, shall not exceed 25% of the total ground area occupied by buildings on the lot.
- I. There shall be no display or evidence apparent from the exterior of the lot that the premises are being used for any purpose other than that of a dwelling. No exterior sign except as permitted in accordance with § 154.241 through 154.260 - Signs.

- J. Whenever within one (1) year after granting approval, the use as permitted by the approval has not been initiated, then such approval shall become null and void unless a petition for extension of time in which to complete the work has been granted by the Zoning Administrator.

**Sign:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*The following **Regulations** apply to Permitted Home Occupations, per City Code section 154.374 (B):*

1. No person other than those who customarily reside on the premises shall be employed on the premises.
2. All permitted home occupations shall be conducted entirely within the principal building whenever possible and should not be conducted in an accessory building.
3. Permitted home occupations shall not create a parking demand in excess of that which can be accommodated in an existing driveway. Such occupation does not generate more than two (2) vehicles at one (1) time.
4. The home occupation shall not involve any of the following: repair service or manufacturing which requires equipment other than found in a home; teaching which customarily consists of more than 2 pupils at a time; over-the-counter sale of merchandise produced off the premises, except for those brand name products that are not marketed and sold in a wholesale or retail outlet.
5. The home occupation must show proof of license if required by state regulations.

**Sign:** \_\_\_\_\_ **Date:** \_\_\_\_\_

***Inspections:***

The city hereby reserves the right upon issuing any home occupation approval to inspect the premises in which the occupation is being conducted to ensure compliance and the provisions of this subchapter or any conditions additionally imposed (City Code section 154.377).

***Violations:***

Any home occupation found to be in violation of this subchapter shall be served with a notice from the Zoning Administrator. If the violation is not corrected within ten (10) days, the approval for the home occupation shall be revoked. Proof of compliance shall be provided if complaints are received by the City Council (City Code section 154.378).

**Sign:** \_\_\_\_\_ **Date:** \_\_\_\_\_