

**HOME OCCUPATION PERMIT INFORMATION**  
**For a Type II HO Permit**  
**(City of Huron & 3-mile residential areas)**

353-8512

239 Wisconsin SW

Applying for a Home Occupation Permit? This information will assist you through the application process. Please visit with the City Planner before proceeding to complete the application. The Planner will review the appropriate zoning ordinances and application process.

**Type II Home Occupation permitted uses include, but are not limited to:**

1. Barber shop/Beauty salon (2-chair or over)
2. Electrolysis
3. Blade sharpening
4. Gunsmith
5. Portrait studio
6. Individual counseling
7. Upholstery
8. Electronic repair
9. Woodworking for hire

**23.04.060 Prohibited Home Occupations.**

- (1) Car sales as a business.
- (2) Home Occupation by lessee/renter without written consent of property owner.
- (3) Kennels or boarding for pets, training or raising of dogs or cats, birds, or other animals where any animals are kenneled or boarded out-of-doors.
- (4) Manufacture or processing of goods, materials or objects, **except** uses such as dressmaking, arts and handicrafts, where goods are not manufactured or processed as stock for sale or distribution.
- (5) Sales of commercial cleaners.
- (6) Sales and repair of motorized vehicles.
- (7) Sales of firearms, explosives or other weapons which require a state or federal license to provide such services.
- (8) Tattoo or body piercing parlors.
- (9) Businesses that serve customers in vehicles though means of a drive-through.

**The Neighborhood:** It is highly recommended that you visit with and inform your immediate neighbors about your plans and address their concerns in your application.

**The Form and Fee:** Complete the application and return it to the Planning Office at least 30 days prior to your expected business day start. An incomplete form will not be accepted. There is a \$50.00 filing fee, which covers the cost of processing your request.

**Three-Mile Area:** If your property is located outside of city limits in the Joint Jurisdictional Zoning Area, you are required to apply to the City of Huron for a home occupation permit.

**Review:** The Planning and Inspection Offices will review your request and any property in question. You will be notified of approval along with any conditions that may be placed as part of the approval of your request.

**Notice:** At least 7-10 days before consideration the Planning Office will post a sign on the applicant's property and will mail a public notice to all property owners and/or residents of adjacent parcels and any parcels immediately across the street from the applicant's residence opening public comments on the request. The Planning Office can provide you with a list of addresses that will be notified. Depending on testimony related to the applicant's request, the city Planner or Inspector may grant Type II Home Occupation permit applications. If deemed appropriate, the city Planner or Inspector may defer the applicants request to the Hearing Examiner.

### **Renewals**

All home occupation permits are reviewed every two years. There is no fee charged for the renewals. If a complaint regarding the home occupation occurs, the property will be inspected prior to the 2-year renewal and you will be notified of any changes regarding the permit.

**HOME OCCUPATION PERMIT APPLICATION**

Filing fee - \$50.00  
[please print]

Applicant: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

Project Address: \_\_\_\_\_  
Legal Description: \_\_\_\_\_  
Zone: \_\_\_\_\_ Zoning code affected: 23.\_\_\_\_.\_\_\_\_ & 23.\_\_\_\_.\_\_\_\_

REQUEST PERMISSION TO: \_\_\_\_\_  
\_\_\_\_\_

NOTE: All approved home occupation permits shall be granted with the following conditions:  
(1) The City Planner and Building Inspector may attach restrictions or stipulations as they see fit.  
(2) All home occupation permits are subject to biennial review.  
(3) There shall be no renewal permit fee for home occupation permits.

1. Please describe your project: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. What will be its effect on your neighborhood: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Describe any special situations which the commission should consider:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Hours of operation? \_\_\_\_\_  
\_\_\_\_\_

Please review the following requirements and mark your ability to comply. If you cannot comply with one or more of the requirements, explain the situation and why you cannot meet the requirement(s).

		Can comply	Cannot comply
1.	The home occupation will be conducted within the dwelling or accessory building.	_____	_____
2.	The home occupation is subordinate to the principal use of the premises.	_____	_____
3.	There will be no exterior visible evidence of the home occupation.	_____	_____
4.	Signage allowed: One single surfaced nameplate sign not exceed two square foot in area per surface. Sign may indicate the name of the occupant, address of the occupant, and the type of home occupation. The sign must be located behind the property line, which is generally 1' inside (toward the home) the sidewalk.	_____	_____
5.	There will be no commodity sold upon the premises except that which is prepared on the site or furnished as incidental to the service rendered.	_____	_____
6.	The home occupation will cause no emission of odor, gas, smoke, dust or noise.	_____	_____
7.	I will provide at least three off-street parking spaces for customers. Where are these located on the property?	_____	_____

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In signing this application, I understand and acknowledge that the City of Huron will post a sign on my property and notify my neighbors (adjacent to the location of the requested use).

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

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

**City Planner and Building Inspector Comment's and Action**

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Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Withdrawn: \_\_\_\_\_