



City of Hastings Community Development Department

Type II Home Occupation License

A Type II Home Occupation License is required if the following occurs:

1. Employees work inside the home but do not reside at the home.
2. Traffic from the home occupation exceeds more than one vehicle at a time.
3. Use of a garage or accessory building to conduct the home occupation.

Address or PID of Property: _____

Applicant Name: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Property Owner: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Name of Business: _____

1. Describe the proposed home occupation: _____

2. Describe the character of the surrounding properties: _____

3. Of those who reside in the home, who will be employed in the home occupation and what will their duties be? _____

4. Will there be any people employed in the home occupation who do not live in the home? _____

If yes, describe the need for their employment, the number of employees, their duties, and their hours of operation. _____

5. In what part of the home will the home occupation be located and how will customers\employees access the area? _____

6. Will the home occupation be conducted in a garage, shed, or any other part of the property? _____

If yes, describe what activities will take place in areas outside the garage\shed and what will be stored in the garage\shed? _____

7. What are the days and hours of operation of the home occupation? _____

8. How many customers will visit your home occupation at any one time? On any given day of the week? If none, skip to Question 10. _____

9. Is any off-street customer parking available at your home occupation? _____

Attach a detailed drawing showing the location, capacity, type of parking surface and dimensions of the parking area.

10. Will the home occupation require or involve any equipment not normally found in the home? _____

If yes, describe the equipment: _____

11. Will the home occupation involve the sale of merchandise over the counter that is produced off the property? If yes, describe the merchandise to be sold: _____

12. How long do you anticipate the home occupation will be operated at this address? _____

13. Are there any interior or exterior alterations required for this home occupation? If yes, describe the interior and\or exterior alterations required: _____

Date

Date

Applicant Name and Title – Please Print

Owner Name – Please Print

Please submit application along with \$300 application fee to the Community Development Department.

Home Occupation regulations are further described in City Code Chapter 155.07, Subd. D