



# Zoning Approval

Home Businesses/Occupations

Regulated Industries Division  
111 E. Maple Avenue  
Independence, MO 64050  
(816) 325-7079  
blicenses@indepmo.org

After you have completed this form, please return to planning staff for review and approval. This can be done by visiting Community Development in City Hall, 111 E. Maple Ave. or by email to [blicenses@indepmo.org](mailto:blicenses@indepmo.org).

## Business & Applicant Information

Business Name

Business Type/Description

Applicant Name

E-mail

Phone

Home Address

Zoning District  
(completed by staff)

## General Home Business Standards (City Code Section 14-400-03)

1. The home business must be subordinate and secondary to the primary residential use of the dwelling.
2. Unless otherwise exempt by city code, all home businesses must maintain a valid business license.
3. There may be not more than one major or two minor home businesses in any dwelling unit.
4. The following uses are prohibited home businesses: auto/vehicle repair, employee dispatch centers, animal boarding and veterinarian services, medical/dental offices, funeral homes, equipment rental/sales, electronic device sales/repair, appliance sales/repair, and vehicle tow operations.
5. Only one person living outside the home and immediate family may engage in the operation of the business.
6. Either up to 25% of the total floor area of the dwelling or one accessory structure may be used for the business.
7. All activities and storage areas must be conducted in completely enclosed structures.
8. No home business may cause odor, vibration, noise, electrical interference, or voltage fluctuations perceptible form beyond the property line.
9. The sale of merchandise or other products are prohibited except when conducted exclusively by phone or internet. Any other retail sales must be incidental to the home occupation and not the main business.
10. Exterior signage for a home business is prohibited.
11. No building addition or construction of a new accessory structure associated with a home business is allowed.
12. Deliveries of material to and from the premises shall not require the use of vehicles other than passenger vehicles and/or those of parcel post or similar service vehicles.
13. Home day cares with four or less children may be approved as a minor home business while daycares with 4-10 children must receive Planning Commission approval.

This form is required to be signed and completed by a planning staff member before you apply for a business license to operate within the city. Businesses with no physical location in the city are not required to complete this form.

Applicant Signature

Date

Zoning Approved

Date

## Applicant must provide the following documentation to complete a business license application.

ONLY BUSINESS LICENSE APPLICATIONS THAT INCLUDE ALL THE FOLLOWING WILL BE ACCEPTED BY THE REGULATED INDUSTRIES DIVISION FOR FINAL PROCESSING:

- COMPLETED ZONING APPROVAL (THIS FORM)
- BUSINESS LICENSE APPLICATION
- BUSINESS LICENSE FEE
- CERTIFICATE OF INSURANCE