



APPLICATION FOR HOME OCCUPATION

City of Long Beach
201 Jeff Davis Avenue / PO Box 929
Long Beach, MS 39560
(228) 863-1554 office
(228) 863-1558 fax

OFFICE USE ONLY	
Date Received	_____
Zoning	_____
Agenda Date	_____
Check Number	_____

Home Occupation is any occupation within a dwelling and clearly incidental thereto, carried on by a member of the family residing on the premises provided that no other person not a resident of premises is employed, that no stock in trade is kept or commodities sold, no mechanical equipment is used except such that is normally used for family, domestic or household purposes, and there is no exterior indication other than a sign permitted by the district regulations, that the building is being used for any purpose other than a dwelling.

***NOTE:** Please attach a copy of your recorded warranty deed or a copy of a valid lease; if such dwelling is being leased/rented a written letter from the landlord granting permission must be attached to this application.

Fee: Attach a check in the amount of \$80.00, this is the application fee for the Home Occupation, checks should be made payable to the **City of Long Beach**. Your privilege license will cost you \$20.00.

OWNER INFORMATION

Last Name: _____ First: _____ M.I. _____

Address: _____

Tax Parcel Number: _____ Phone: () _____

Signature: _____

BUSINESS INFORMATION

Business Name: _____

Description/Type of Business: _____

Social Security Number **OR** Mississippi Sales Tax I.D. Number _____

Is there a vehicle and/or trailer associated with this Home Occupation? _____ Yes _____ No, if yes, **approval must be granted by the Planning Commission** pursuant to Zoning Ordinance #344, Article IX, Section 912, as amended by Ordinance 562, Section 913.0 Vehicles and Trailers. Please attach a site plan detailing the property dimensions, abutting streets, all buildings, driveways, and proposed parking of all vehicles. The site plan will address where vehicles, equipment and supplies will be stored. The business shall be limited to one (1) work vehicle (no greater in capacity of size and weight than a one-ton pick-up truck) and one (1) trailer (no longer than twenty-four (24) feet.) a work trailer must be parked in the rear of property only and screened from view of adjacent neighbors. Storage of equipment or supplies must be kept within the confines of the work vehicle, trailer, or the principle structure. No repairs of equipment or vehicles for the business will be conducted on the property. The business must comply with all other zoning and building code requirements.

***NOTE* APPLICATION MUST INCLUDE ALL LISTED DOCUMENTS.**

READ BEFORE EXECUTING, Attendance by the applicant(s) at the meeting is mandatory; however, the applicant may designate a representative to attend the meeting on his/her behalf, provided said representative has been properly designated to speak on the applicant's behalf either by written permission or oral designation by the applicant at the meeting. If a continuance is to be granted, the applicant must request same in writing a minimum of seven (7) days in advance of the meeting. The applicant acknowledges that, in signing this application, all conditions and requirements inherent in the process have been fully explained and understood, including the timetable for processing the application, the completed application with all necessary documents and payments must be returned to the Planning office not later than seven (7) days before the 2nd or 4th Thursday of each month. Receipt of fee(s) does not constitute receipt of a completed application.

*I have read, understand and am willing to comply with Zoning Ordinance No. 344 Article IX, Section 912. HOME OCCUPATION, as amended by Ordinance 562 (attached).

Signature

Date