

City of O’Fallon Planning and Development

City of O’Fallon, Missouri 100 North Main Street O’Fallon, Missouri 63366
 Phone (636) 379-5542 / Fax (636) 240-5511



Application for Home Based Business Permit

Business Name: _____

Type of Business: _____

Subject Property (Address): _____

Contact Person: _____ **Phone #** _____

Specifications:

Size of residence (In Square Feet):		Square Footage used for Home Occ:	
Number of persons living in home:		Number of non-resident employees who will be in home on a given day:	
Number of off street parking spaces: (Include driveway & garage)		Number of vehicles expected on site in a given day (Resident & Non-Resident):	

Home Occupations must comply with all applicable codes, requirements, or conditions of approval attached to this permit, for the duration of the use. Approval of this permit shows that all City requirements have been met. It does not constitute subdivision approval. All Home Occupations shall, at a minimum, be permitted subject to the following:

1. No physical alteration of the residential exterior; no parking on street or on non-approved surfaces;
2. No outdoor display or storage of goods, materials, parts or equipment on site;
3. Compliance with all applicable sections of the City’s Municipal Code;
4. No signage on site except as allowed under section 410.090 H of the City Sign Code;
5. No excess generation of smoke, noise, odor, vibration, pollution, interference, etc will be allowed;
6. No appreciable increase in utility consumption (water, gas, electric, trash, etc), or in delivery traffic, above what is average for a typical residence in the subject’s neighborhood will be allowed;
7. Max of two (2) Home Occupations per dwelling; each Home Occupation must maintain a current business license;
8. A home occupation permit shall be issued only to the individual occupying a dwelling as his/her residence. As such, home occupation permits shall not be transferable and shall terminate upon sale or transfer of the property to a new owner.
9. Any individual requesting a home occupation permit for the retail sale or retail storage of firearms, weapons, potentially lethal items, or hazardous materials shall indicate on their permit application the exact nature of their business. The individual must have complied with all Federal, State, and local regulations dealing with the handling of firearms, weapons, potentially lethal items, or hazardous materials prior to submitting the request for a Home Occupation Permit. The City of O’Fallon may request proof of compliance at time of application and/or any time the permit is in effect.
10. No person shall be engaged in such home occupation other than the resident of the dwelling and no more than two (2) non-resident individuals.

 (Applicant Signature / Date)

 (City Staff Signature / Date)

Staff Only:

Application Status: (<input type="checkbox"/> Approved) (<input type="checkbox"/> Denied)	Application Fee (\$15.00) Status: (<input type="checkbox"/> Paid) (<input type="checkbox"/> Unpaid)
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