

## **BUSINESS LICENSE APPLICANT – PLEASE NOTE**

1. The application must be filled out in its entirety. The application will not be processed if incomplete.
2. Application is the first step in the licensing process. The Business License will not be issued until the following departmental approvals are received:
  - A. FINANCE DEPARTMENT (CLERK'S OFFICE WILL ACQUIRE APPROVAL)
  - B. FIRE DEPARTMENT (CLERK'S OFFICE WILL ACQUIRE APPROVAL).
  - C. BUILDING DEPARTMENT – After Submitting your application, contact Building at 445-5010 or Room 2, City Hall to make an appointment for an inspection.

NOTE: INSPECTION FEES ARE CHARGED  
(Contact Building Department for charges)

3. Do not open your business until you have received your license.

**NO PERSON SHALL CONDUCT ANY BUSINESS WITHOUT FIRST OBTAINING A LICENSE.**  
(City Licensing Ordinance, Section 802.02)

CITY OF EASTPOINTE  
23200 GRATIOT  
EASTPOINTE, MI 48021  
(586) 445-5026

APPROVALS (For Office Use Only)

Building \_\_\_\_\_

Fire \_\_\_\_\_

Police \_\_\_\_\_

Treasurer \_\_\_\_\_

**HOME OCCUPATION**

**BUSINESS LICENSE APPLICATION**

Fiscal Year July 1/June 30

(Please Type or Print)

Type of Business \_\_\_\_\_ License Fee \_\_\_\_\_

Business Name \_\_\_\_\_

Business Address \_\_\_\_\_ Phone No. \_\_\_\_\_

Mailing Address \_\_\_\_\_

Owner(s)\* \_\_\_\_\_ Drivers Lic. No. \_\_\_\_\_

Complete Home Address/City/Zip \_\_\_\_\_ Date of Birth \_\_\_\_\_

\_\_\_\_\_ Home Phone \_\_\_\_\_

IF LICENSE RENEWAL: Has there been a change in ownership since issued? \_\_\_\_\_

I, the undersigned, hereby apply for a license and agree to comply with all provisions of the City Code of the City of Eastpointe and all applicable provisions of State Law. I hereby certify that all information provided is true, accurate and complete.

**Print Name of Applicant** \_\_\_\_\_ **Title** \_\_\_\_\_

**Signature & Title of Applicant** \_\_\_\_\_ **Date** \_\_\_\_\_

**NOTE:** All Personal Property taxes MUST be paid BEFORE a license is issued.

City Ordinance No. 202.99 specifies a fine up to \$500.00 and/or 90 days in jail for failure to obtain a business license. In addition to this penalty, under City Ordinance 802.21, anyone who fails to secure such license by July 1<sup>st</sup>, shall pay an additional penalty equal to fifty percent (50%) of the established license fee for each month or fraction thereof that he fails to secure this license.

HOME OCCUPATION – “Home Occupation” means a gainful occupation or profession customarily conducted entirely within a dwelling unit and carried on by the inhabitants thereof, which use is incidental and secondary to the use of the dwelling for dwelling purposes and does not change the character thereof.

(Ordinance 840 in part 1260.08b)

1268.02 PRINCIPLE USES PERMITTED

In R-1 One-Family Residential Districts, no building or land shall be used and no building shall be erected, except for one or more of the following specified uses, unless otherwise provided in this zoning code: **PLACE A CHECK MARK ( ) NEXT TO ALL CONDITIONS THAT YOU COMPLY WITH.**

(g) Home occupations may be permitted subject to the following conditions:

- \_\_\_\_\_ (1) Be conducted wholly and entirely within the dwelling unit.
- \_\_\_\_\_ (2) Be located either in the basement or not more than 25% total of the upper floors of the dwelling unit.
- \_\_\_\_\_ (3) Be conducted only by the inhabitants of the dwelling unit, there being no other employees or assistants employed in connection with a home occupation.
- \_\_\_\_\_ (4) Not involve the keeping of a stock in trade and no articles shall be sold for retail purposes or offered for sale for retail purposes.
- \_\_\_\_\_ (5) Have no equipment or machinery used in connection with a home occupation which is industrial in nature.
- \_\_\_\_\_ (6) Not change the character of the residential appearance and orientation of the dwelling unit as a residential use.
- \_\_\_\_\_ (7) Not require internal or external alterations or construction other than that which may be required to meet local or State safety or construction code standards, as authorized by the Building Official for the City of Eastpointe.
- \_\_\_\_\_ (8) Not be carried on to an extent that will require parking in excess of that required for a dwelling unit by this Ordinance.
- \_\_\_\_\_ (9) Have no signs, advertising devices or other manifestation located on the exterior of the dwelling unit or within any yard area which suggests or implies the existence of a home occupation.
- \_\_\_\_\_ (10) Not include clinics, hospitals, barber or beauty shops, tea rooms, tourist homes, kennels, dog grooming, millinery shops or any other use similar in nature or which does not meet the requirements of this section.
- \_\_\_\_\_ (11) Compliance with licensing requirements in Chapter 802.
- \_\_\_\_\_ (12) Be approved by the Building Department when it is determined that the above conditions are met. Once established, no Home Occupation shall deviate from the conditions required in this Section. No Home Occupation shall be continued when found in violation of the conditions of this Section by the Building Department.

**NOTE: NO VEHICLES ALLOWED ON PROPERTY OTHER THAN \_ TON TRUCK OR LESS.**