



**Commissioners of Leonardtown**

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*Leonardtown, Maryland 20650*

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**APPLICATION**

**Home Occupation Use & Occupancy Permit**

**THIS FORM NEEDS TO BE COMPLETED AND SUBMITTED TO THE TOWN OFFICE FOR APPROVAL. THERE IS A \$30.00 APPLICATION / PERMIT FEE.**

**NAME OF APPLICANTS:** \_\_\_\_\_

**BUSINESS NAME:** \_\_\_\_\_

**CURRENT ADDRESS:** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_

**BUSINESS MAILING ADDRESS:** \_\_\_\_\_

**PROPOSED BUSINESS SQUARE FOOT USAGE (Area In Home):** \_\_\_\_\_

**TYPE OF BUSINESS (BE SPECIFIC IF VARIOUS USES APPLY):** \_\_\_\_\_

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~ 155-4. HOME OCCUPATION — An accessory use as a personal service or profession or use customarily conducted within a dwelling carried on by a member of the immediate family residing in the dwelling, which does not change the residential character of the neighborhood, provided that the use of the dwelling for the home occupation shall be clearly incidental and subordinate to its use for residential purpose by the occupants, and provided that the use occupies not more than 200 square feet of the floor area of such dwelling unit. Generation of substantial volumes of vehicular or pedestrian traffic or parking demand or other exterior indication of the home occupation is prohibited.

~ 155-14. Home occupations.

Home occupations in residential districts, within the context of the definition of "home occupations" provided in this chapter, are permitted, subject to the following:

- A. No persons other than members of the family residing on the premises shall engage in such occupation.
- B. The use of the dwelling unit for the home occupation shall be clearly incidental and clearly subordinate to its use as a residence, and not more than 200 square feet of the floor area of the dwelling unit shall be used to conduct such occupation.
- C. There shall be no change in the outside appearance of the building or premises other than one sign limited to two square feet in area.
- D. No home occupation shall be conducted in any accessory building.
- E. There shall be no sales, other than products produced by the approved home occupation, on the premises in connection with the occupation.
- F. No equipment or process shall be used which creates noise, vibration, glare, fumes, odors or electrical interference detectable outside of the dwelling unit.

The Board of Appeals may approve a home occupation in any district as a special exception use, which does not meet the standards stated above.

If any violation of Articles 155-4 or 155-14 are documented, the Town Administrator may return the case to the Planning Commission for clarification of standards or may order the home occupation to be terminated. An appeal of the Town Administrator's decision may be made to the Board of Appeals.