



TOWN OF INDIAN RIVER SHORES  
6001 NORTH A-1-A, INDIAN RIVER SHORES, FLORIDA 32963

### **HOME LOCAL BUSINESS TAX CHECKLIST**

Please submit the following with your application:

1. Completed license application that has been notarized
2. A registration fee in the amount of \$50.00
3. An outline/drawing of the area of the residence that is to be used for business
4. A list of all equipment within the residence to be utilized for business purposes
5. A listing and full disclosure of the type of work being performed from the residence
6. Your Property/Condominium Association approval of the home occupation.

If you have any questions, please contact the building department at 231-4453.

**TOWN OF INDIAN RIVER SHORES  
HOME LOCAL BUSINESS TAX APPLICATION**

DATE: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_ WORK TYPE: \_\_\_\_\_

OWNER NAME: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

EMERGENCY TELEPHONE: \_\_\_\_\_

DRIVER'S LICENSE: \_\_\_\_\_

FEDERAL EMPLOYER ID: \_\_\_\_\_

SOCIAL SECURITY NUMBER: \_\_\_\_\_

***I HAVE READ AND UNDERSTAND THE LIMITATIONS PROVIDED IN THE TOWN  
CODE OF ORDINANCES #465 PLACED ON HOME OCCUPATIONS AND WILL ABIDE  
BY SAME.***

***OWNER SIGNATURE:*** \_\_\_\_\_

**NOTARY REQUIRED**

STATE OF FLORIDA  
COUNTY OF INDIAN RIVER

The forgoing document was acknowledged before me this \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ who is personally  
known to me or who has produced \_\_\_\_\_ as  
identification.

(affix seal)

× \_\_\_\_\_  
**Notary Public**

ORDINANCE NO. 465

AN ORDINANCE RELATING TO HOME OCCUPATIONS  
SUPERSEDING AND REPLACING ORDINANCE NO. 425,  
ESTABLISHING HOME OCCUPATIONS AS A CONDITIONAL  
USE WITHIN RESIDENTIAL ZONING, REQUIRING AN  
APPLICATION, PROVIDING FOR ENFORCEMENT AND  
PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Indian River Shores finds the Town is primarily a residential community with only limited business and commercial uses within the Town limits; and

WHEREAS, it is the intent of the Town Council to insure the Town retain its high-quality residential development characteristics; and

WHEREAS, it is further determined that some limited home occupations should be allowed after careful scrutiny by the Planning, Zoning & Variance Board and after a screening process to protect the interests of all residents of the Town, including those in the same neighborhood, subdivision or development as the proposed home occupation,

NOW, THEREFORE, the Town Council of the Town, hereby ordains:

Section 1. Definition and Requirements. A home occupation is a business or commercial use conducted from a residence under the limited conditions as set forth in this ordinance.

1. A home occupation is a conditional use in any residential zoned district within the Town.
2. The use of a residence for a home occupation shall be clearly incidental and secondary to its use for dwelling purposes. The occupation shall not change

the character of the residence, or reveal from the exterior that the residence is being utilized for other than dwelling purposes.

3. No product for sale may be produced with mechanical or electrical equipment not normally found in a residence and considered as purely a domestic implement.
4. No sign may be displayed which would be visible from the street, and no vehicle displaying the business name of the home occupation shall be parked so the sign is visible from a public or private right-of-way or from adjacent residential property.
5. There shall be no outdoor storage of business equipment, materials or merchandise.
6. There shall be no noise, fumes, odors, dust, or electrical interference of a greater level than from a normal residential use.
7. There shall be no sale of services or product of any type from the residence in which a home occupation is operating.
8. There shall be no clients or customers visiting the residence for any purpose relating to the home occupation.
9. There shall be no delivery to the residence of merchandise or any item utilized in the operation of the home occupation.
10. Only those persons who reside in the residence may be engaged in any home occupation.
11. There shall be no advertising of the location or address of the home

occupation.

**Section 2. Application for Home Occupation.**

- A. An application of a home occupation shall be made to the office of the Town Building Official, or such other office as may be designated by the Town Manager from time to time.
- B. The home occupation application shall contain the following:
  - 1. An outline or drawing of the area of the residence to be used for business purposes.
  - 2. A listing of equipment within the residence to be utilized for business purposes.
  - 3. A listing and full disclosure of the type of work being performed from the residence.
  - 4. The application shall contain a statement that the applicant understands the limitations provided in the Town Code of Ordinances placed on home occupations and will abide by same.
  - 5. The application may be modified from time to time by the Town Building Official to include such other information as the Town Building Official deems necessary to determine compliance of the applicant with the Town Code.

**Section 3. Approval Required.** In the event the residence from which the home occupation will operate is subject to a condominium association or is in a residential development with a community association, then the approval of that association shall be submitted with the

application to the Town.

Section 4. Processing of Application.

- A. Upon receipt of the completed application, it shall be presented to the Planning, Zoning & Variance Board for approval. The Town Planning, Zoning & Variance Board may place such reasonable restrictions on the home occupations as deemed necessary to protect the interests of neighbors and the interests of the public.
- B. The Town Council by resolution shall from time to time determine the application fee amount.

Section 5. Enforcement.

- A. The Code Enforcement Board shall be charged with the responsibility of enforcing this ordinance and carrying out its intent. The intent of this ordinance is to preserve the high-quality residential nature of the Town and also recognize the right of individuals to use their property in a reasonable manner so long as it does not adversely affect neighbors and others within the Town.
- B. The Code Enforcement Board shall be governed by Sections 30.80 through 30.82 of the Code of Ordinances of the Town, which specifically adopt the procedures and penalties of Chapter 162 of the Florida Statutes.

Section 6. Grandfather Provision. Any home occupation legally in existence at the time of adoption of this ordinance shall have six (6) months from date of adoption to comply with the terms and conditions of the ordinance.

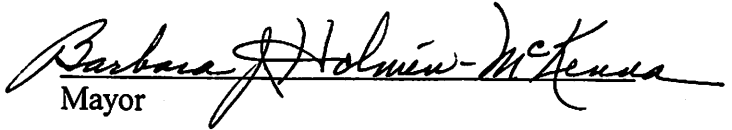
Section 7. All ordinances or parts of ordinances in conflict herewith or inconsistent with

the provisions of this Ordinance are hereby repealed to the extent of such conflict.

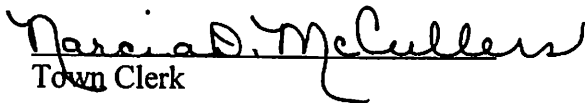
Section 8. This Ordinance shall become effective immediately upon its passage and adoption by the Town Council of the Town of Indian River Shores, Florida.

\* \* \* \* \*

I HEREBY CERTIFY that the foregoing Ordinance was finally passed by the Town Council of the Town of Indian River Shores, Florida, on the 25 day of Jan., 2001.

  
Mayor

ATTEST:

  
Town Clerk

c13879  
1/4/01