



HOME OCCUPATION PERMIT

PROCESSING FEES

Home Occupation

30.00

SUBMITTAL REQUIREMENTS

A written request is required with the submittal of application. Submit the request by email, in-person, online, or by mail. If the applicant is not the property owner, a signature of property owner will be required.

TYPE OF APPLICATION

Are there any employees at your home? If so, How many? _____

Is there any storage of materials related to this business? Yes No

If so, where and what type? _____

Square feet of house _____ Square feet of home occupation _____ (including storage) _____

(Home occupations cannot exceed 25% or 500 square feet of the total floor area of the principal building, whichever is less. Incidental storage of 50 square feet or less will not be counted)

Is a vehicle used in conjunction with this business? Yes No

Describe type of vehicle used: _____

What are the hours of operation? _____

NOTES

- * Attach a Statement of Intent describing the type of business you are proposing.
- * Permits will expire 6 months from the approval date if work has not begun.
- * HOA: The town encourages all residents to consult with their Home Owners Association prior to construction to determine if additional regulations apply to an accessory structure. The Town does not enforce any covenants, conditions, or restrictions of individual subdivisions.
- * Removal of trees for demolition permits require staff acknowledgement.
- * Before You Dig! Call 1-800-632-4949; NC One-Call Center.

HOME OCCUPATION

GENERAL INFORMATION	
Address (<i>Street, City, State, Zip</i>)	Parcel # and <i>Subdivision Name</i>
Project Description	Town Zoning District
Proposed Structure (<i>sq. ft</i>)	Building Footprint (<i>sq. ft</i>)
Total Acres	Construction Value
<p>I have read and understand the definition of a home occupation as described in Unified Development Ordinance, Chapter 780, adopted December 30, 2008 and will operate my home occupation within these guidelines. There will be no outdoor storage, advertising, employees reporting here, or DOT classified commercial vehicles stored or parked at this location. I further understand that if I do not adhere to the zoning ordinance that it could result in a notice of violation, fines, and/or judicial remedies.</p>	
PROJECT CONTACT (<i>Applicant</i>)	
Name	Company
Occupation	Address
Phone	Email
Signature	Date
PROPERTY OWNER	
Name	Address
Phone	Email
Signature	Date