

TOWN OF TROUTMAN

400 N. EASTWAY DRIVE

TROUTMAN, NC 28166-704-528-7600



Home Occupation Permit

\$50

1. Application Type

Home Occupation

2. Project Information

Date of Application _____ PIN _____

Address _____ Zoning District _____

Overlay District(s) _____

Home Occupation Business Name: _____

3. Contact Information

Applicant

Property Owner

Address

Address

City, State Zip

City, State Zip

Telephone

Telephone

Fax

Fax

Email Address

Email Address

4. Attachment Requirement

In order to be considered complete, the following must accompany each application:

1. A fee in the amount of \$45.00.
2. Written detailed summary of the home occupation including all uses and plan for site visitors.
3. If the applicant is not the property owner of the home occupation location, a written agreement from the property owner should be provided to conduct a business at the location.

5. Regulations for Home Occupations

Section 3.4.19 Home Occupations

Customary home occupations may be established in any principal dwelling unit, accessory dwelling, or in an accessory building. The following requirements shall apply in addition to all other applicable

requirements of this UDO for the district in which such principal dwelling unit is located:

A. The home occupation shall be clearly incidental and subordinate to the residential use of the dwelling and shall not change the residential character of the dwelling.

B. No outside storage of materials or equipment shall be allowed in connection with the home occupation, unless the equipment or materials are of a type and quality that could reasonably be associated with the principal residential use.

C. Use of the dwelling for the home occupation shall be limited to twenty-five percent (25%) of the heated finished area of the principal residential structure or a maximum of 600 sq ft of a garage or basement may also be devoted to the home occupation.

D. List of Permitted Home Occupations:

1. accounting, bookkeeping, financial planning, and investment services
2. appraisals, real estate sales, insurance sales
3. art studios (creation of individual works only, no mass production), interior decoration
commercial food preparation and catering
4. crafters, upholstery, cabinet and woodworking
5. drafting, engineering, and architecture services
6. fire arms dealers (minimum of 1 acre)
7. florists and landscaping sales
8. home daycares and home schools
9. internet or mail order businesses
10. law offices and other legal services
11. personal services (hair salons, massage therapists, etc.)
12. pet grooming
13. tailoring (dressmaking, alterations, etc.)
14. tutoring and musical instruction
15. small engine repairs
16. other related offices, professional services and similar low impact endeavors as determined by the Zoning Administrator.

E. List of Prohibited Home Occupations:

1. animal boarding facilities
2. auto vehicle repair, auto vehicle sales/leasing, restoration or conversion, engineer repair
3. gymnastic facilities, exercise studios
4. machine shops
5. medical/dental offices and other medical procedures
6. mortuaries
7. physical or psycho therapy
8. tattoo and body piercing
9. other similar uses and occupations which may be dangerous or unsafe to the public as determined by the Zoning Administrator.

F. No Home Occupation permit is required for occupations with no client visits to the home (i.e. sculptors not selling their artistic product to the public on the premises).

G. Parking shall be provided on the premises (may not create hazards or cause street congestion).

H. The Residents of the dwelling plus a maximum of one (1) non-resident may be engaged in the customary home occupation or otherwise report to work at the dwelling.

I. No display of products shall be visible from any adjoining streets or properties. Sales of products are limited to those made or reconditioned on the premises and those which are necessary to the

service being provided.

J. No external alterations inconsistent with the residential use of the dwelling shall be permitted.

K. Only vehicles used primarily as passenger vehicles (e.g., automobiles, vans and pick-up trucks) shall be permitted in connection with the conduct of the customary home occupation.

L. Chemical, mechanical, or electrical equipment that creates odors, light emission, noises, or interference in radio or television reception detectable outside the dwelling unit or accessory building shall be prohibited.

M. Customary home occupations may be in operation at any time between the hours of 8:00 A.M. and 9:00 P.M. for client visits with an exception allowing home daycares and home schools to begin operations at 6:30 A.M.

N. Must comply with any local, state, or federal requirements.

6. Certifications

I hereby certify that all of the information provided for this application is, to the best of my knowledge, accurate and complete. I understand that this permit will expire and become invalid unless the work for which it was issued is started within six (6) months of the date of issue or is the work authorized is suspended or abandoned for a period of one (1) year.

Signature of Applicant

Date: _____

To the best of my knowledge, this application is accepted and deemed complete.

COMMENTS: _____

Zoning Administrator

Date: _____

Based on the information hereby furnished to me and my knowledge of the Town of Troutman Unified Development Ordinance, I hereby:

APPROVE

DISAPPROVE

this Zoning Permit.