



PLANNING DEPARTMENT

900 Seventh Avenue
Garner, NC 27529
919.773.4449
www.garnernc.gov

- HOME OCCUPATION PERMIT- ZONING COMPLIANCE PERMIT

Note: Application must be complete and Application fee must be paid at time of submittal . See Fee Schedule for Application fee.

OFFICE USE ONLY

Application Number: _____ Date: _____ Receipt: _____

REQUIREMENTS:

An approved Zoning Compliance Permit is required prior to beginning a home occupation. Section 6.13 of the Unified Development Ordinance (UDO) lists the following standards for home occupations:

1. The residential character of the lot and dwelling shall be maintained. Neither the interior nor the exterior of the dwelling shall be structurally altered so as accommodate the home occupation.
2. No additional buildings or structures shall be added to the property to accommodate the home occupation.
3. See Article 12 for home occupation signage regulations.
4. No outdoor storage or separate entrance shall be permitted.
5. Instruction in music, dancing and similar subjects shall be limited to two students at a time.
6. Any activities involving outside visitors or clients shall be limited to the hours between 8 am and 8 pm.

PLEASE SUBMIT A WRITTEN DESCRIPTION OF THE BUSINESS PROVIDING THE FOLLOWING INFORMATION AS APPLICABLE:

- | | |
|---|--|
| a. Number of employees not residing in the home | e. Storage of equipment, goods, etc. associated with the business |
| b. Client traffic | f. Sign proposed (sign permit required) |
| c. Delivery traffic and type of vehicle | g. Hours of operation |
| d. Equipment needed for business | i. Parking for a maximum of two vehicles not owned by members of the household |

Business Name: _____ Property Location: _____

Zoning: _____ Wake County PIN(s): _____

Square footage for business: _____ Square footage for residence: _____
(Maximum of 25% of the total gross floor area or 500 square feet, whichever is less)

Applicant: _____

Contact Name: _____ Phone: _____

Address: _____ Email: _____

City, State, Zip: _____ Signature & Date: _____

Property Owner: _____ Phone: _____

Address: _____ Email: _____

City, State, Zip: _____ Signature & Date: _____

APPROVALS:

Planning Department

Approved by: _____ Date: _____

Comments: _____

HOME OCCUPATION AGREEMENT

This form must be read and signed by the applicant prior to permit issuance.

I understand that the business I am proposing as a home occupation must meet the following general conditions:

1. The business is to be conducted on the same lot where I reside.
2. The outside appearance of the house will not change as a result of this business.
3. No goods, stock-in-trade, or other commodities are to be displayed.
4. All material storage will be contained within the designated area; no outside storage is allowed.
5. No on-premise retail sales are to be allowed.
6. Not more than one (1) person not a resident on the premises is to be employed in connection with this business.
7. The business is to be conducted without any significantly adverse impact on the surrounding neighborhood such as:
 - a. generating traffic, sewerage or water use in excess of what is normal in the residential neighborhood;
 - b. not to create a parking demand for more than two vehicles, not owned by the residents, at any one time;
 - c. not to create a hazard to persons or property;
 - d. not to create a nuisance as defined by the Town Code;
 - e. not to create objectionable noise, fumes, odor, dust or electrical interference;
8. The maximum floor space in the residence which can be used by this business shall be _____ (25% of the gross floor area of the residence or 500 square feet, which is less)

I further understand that a violation of any of the conditions set forth above may result in the revocation of this Home Occupation Permit, which would then make the operation of a business in this residence a violation of the Town of Garner Unified Development Ordinance and thus punishable by any and all fines and/or penalties set forth in the Ordinance.

Applicant Print

Date

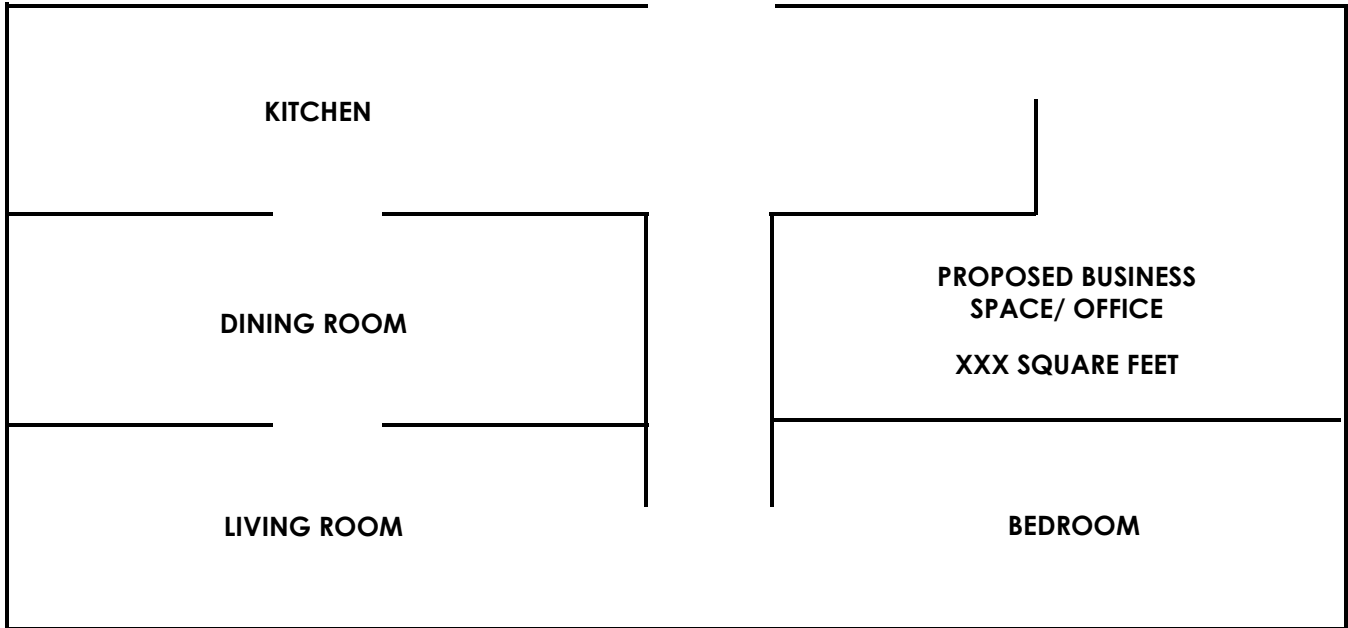
Applicant Signature

Applicant Print

Date

Applicant Signature

SAMPLE FLOOR PLAN:



PROPOSED FLOOR PLAN (PLEASE ILLUSTRATE BELOW):

A large, empty rectangular box with a black border, intended for the user to draw and illustrate their proposed floor plan.