



HOME OCCUPATION SUPPLEMENTAL APPLICATION
REQUIREMENT

Complete the below required information (write "n/a" if information is not applicable to proposal) **and attached this document with your application.**

Business Description:

What is the proposed business use (i.e. beauty shop, gunsmithing, internet sales, etc.)?

What are the proposed hours and days per week of operation?

Will there be any outside employees (employees that do not live in the home)? Yes No

If Yes how many? _____

Will customers come to your home? Yes No

If Yes how many and how frequently? _____

Will there be demonstrations, discharges, or sampling provided on site? Yes No

If Yes, please explain: _____

Will there be commercial deliveries (i.e. FedEx, UPS, those other than regular mail)? Yes No

If Yes, state frequency (i.e. daily weekly, monthly) and type of vehicle:

Will there be vehicles specifically used for the business? Yes No

If Yes, what type of vehicle and how many? _____

Will there be storage of any materials or supplies on site? Yes No

If Yes, provide a list of materials/supplies to be stored including amount (volume/size) and show location of storage area on the sample floor plan provided:

Will there be manufacturing or assembly on site? Yes No

If Yes, please explain: _____

Will there be an increase in traffic due to the home occupation? Yes No

If Yes, how many, how often, and what types of vehicles? _____



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Will there be any noise, vibration, odor associated with the home occupation? Yes No

If Yes, please explain: _____

Will the business be in a residence? Yes No Accessory Building? Yes No

****If in an accessory building a pre-submittal meeting is required, contact staff for more information****

****A site plan is also required****

Is this permit related to firearms? Yes No

If so:

What level ATF Permit are you applying for? Type 1 Type 7

Who is your ATF Contact and their contact information?

Will there be any gunsmithing, manufacturing, or loading ammunition on site? Yes No

Approximately how many firearms will be on site at any given time? _____

Will you be keeping Gun Powder, Ammunition, or explosives on site? Yes No

If Yes, how much Gun Powder, Ammunition, or explosives will be on site?

How and where will Firearms, Gun Powder, Ammunition, or Explosives be stored?

Additional information specific to your business request:

Notes: Inaccurate reporting may result in the revocation of the Land Use Permit. All documents and maps submitted as required become the property of Wake County. The Wake County Unified Development Ordinance can be found at www.wakegov.com This form must be read and signed by the applicant prior to permit issuance._____



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

1. I understand that the business I am proposing as a Home Occupation must meet the following Conditions:

- (A)** No more than one person may be employed in the business who is not a permanent, full-time resident of the subject dwelling unit.
- (B)** Outdoor storage is prohibited.
- (C)** On-premise retail sales are prohibited.
- (D)** Displays of goods, stock-in-trade or other commodities may not be visible from the street or from any abutting lot.
- (E)** Home occupations may not exceed 50% of the floor area of the dwelling or 750 square feet, whichever is less.

Note: North Carolina building code may impose more stringent limits upon the allowable square footage of home-based business activities

The maximum floor space in the residence, which can be utilized by this business, shall not exceed 50% of the gross floor area:

- a. total gross floor area of residence: _____ square feet
- b. floor area used by home occupation: _____ square feet
- c. percent of total used for home occupation: _____ % (not to exceed 50%)

- (F)** Vehicles used in conjunction with a home occupation may be no larger than a standard pick-up truck or sports utility vehicle. No more than 2 such vehicles may be parked at the site of a home occupation.
- (G)** A maximum of one wall or ground sign is allowed. Such sign may not:
 - exceed 4 square feet in area per side;
 - be higher than 8 feet above grade if wall-mounted or 4 feet above grade if ground-mounted or freestanding;
 - exceed 10 feet in width;
 - be located in the right-of-way; and
 - be illuminated.



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- (H) When home occupations are conducted in accessory buildings, a floor plan and site plan showing the dimensions and location of the accessory building in relation to the main building and property lines must be submitted with the application.

2. I understand that this Home Occupation must also meet the following additional conditions:

Home occupations must be clearly incidental and secondary to the use of the property for residential purposes.

Home occupations must be conducted without any significant adverse impact on the surrounding neighborhood.

Home occupations may not create any objectionable traffic, noise, fumes, odor, dust, or electrical interference.

I further understand that a violation of any of the conditions set forth in Items 1 & 2 above may result in the revocation of this Land Use Permit, which would then make the operation of a business in this residence a violation of the Wake County Zoning Ordinance and thus punishable by any and all civil penalties set forth in the Ordinance.

Applicant's Signature

Date

Administrator's Signature

Date

Many homeowners associations impose private restrictions on home-based business activities. Individuals interested in starting a home occupation should contact their respective homeowners association to inquire about additional limitations.

Notes:

- All documents and maps submitted as required become the property of Wake County.
- The Wake County Unified Development Ordinance are on the web at www.wakegov.com
- All application fees are non-refundable.
- Permit Portal www.wakegov.com/permitportal

The File Number should be used on all correspondence subsequent to application acceptance

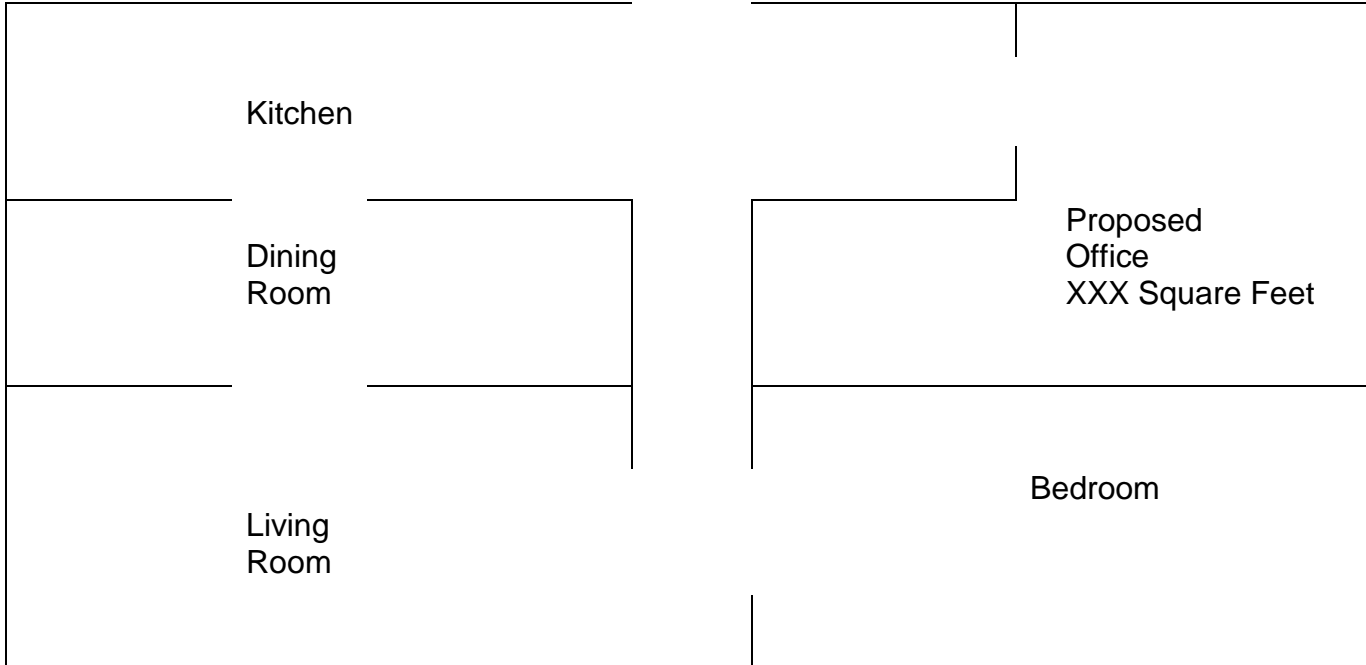


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Sample Floor Plan:



Proposed Home Occupation Floor Plan:

A large, empty rectangular box intended for the user to draw or describe their proposed home occupation floor plan.