

- THIS APPLICATION BECOMES A PERMIT WHEN VALIDATED WITH A PERMIT NUMBER.
- COMPLETE THIS APPLICATION ACCURATELY, LEGIBLY AND CORRECT ERRORS ON ALL PAGES NEATLY. THIS IS A LEGAL DOCUMENT.
- SHADED AREAS FOR DEPARTMENT USE ONLY.

BEATY'S BINDERY SERVICE • 704-375-9222

ALL YELLOW AREAS MUST BE COMPLETED

**APPLICATION FOR CUSTOMARY HOME OCCUPATION PERMIT**

PRESS FIRMLY

L O C A T I O N / O W N E R	STREET # (N.S.E.W) <input type="text"/>		STREET NAME (AV,RD,ST, etc) <input type="text"/>		<b>PERMIT #</b>	
	<input type="text"/>				JOB # <input type="text"/>	
	SUITE/UNIT(S): <input type="text"/>				USDC # <input type="text"/>	
<b>TAX PARCEL #</b>		<b>ZONING</b>		<b>ACCOUNT #</b>		
OWNER / APPLICANT <input type="text"/>		ADDRESS <input type="text"/>				
CITY <input type="text"/>		STATE <input type="text"/>		ZIP <input type="text"/>		
				PHONE # <input type="text"/>		
BUSINESS NAME <input type="text"/>		DESCRIPTION OF BUSINESS <input type="text"/>				

**City of Charlotte-Mecklenburg County  
HOME OCCUPATION COMPLIANCE FORM**

**Article 15.6** A home occupation shall be permitted as an accessory to any dwelling unit in accordance with the following requirements:

1. A zoning use permit is required.
2. A home occupation shall be incidental to the residential use of the dwelling and shall not change the essential residential character of the dwelling.
3. No internal or external alterations inconsistent with the residential use of the building will be permitted. With the exception of a permitted sign, there shall be no evidence on the exterior of the premises or visible from the exterior of the premises that the property is used in any way other than for a dwelling. No display of products shall be visible from the street.
4. The home occupation and all related activity, including storage, equipment, and display, shall be conducted completely within a principal building or accessory structure.
5. No toxic, explosive, flammable, combustible, corrosive, etiologic, radioactive, or other restricted materials may be used or stored on-site.
6. No home occupation may dispense medication from the dwelling. No home occupation may engage in any activity that uses, stores, and/or requires the disposal of biohazardous material.
7. There shall be no perceptible noise, odor, smoke, electrical interference, vibration, or other nuisance emanating from the structure where the home occupation is located in excess of that normally associated with residential use.
8. Only residents of the dwelling may be engaged in work activities at the residence. If the home occupation has other employees, those employees may not come to the residence for work purposes, including pick-up of materials, vehicles, assignments, and/or similar purposes.
9. The home occupation cannot create greater vehicular or pedestrian traffic than is average for a residential area. The home occupation and any related activity shall not create any traffic hazards or nuisances in public rights-of-way.
10. Signs are permitted in accordance with Article 22.
11. Clients or business-related visitors shall be by appointment and limited to the timeframe of 7:00 a.m. to 8:00 p.m.
12. The storage of tractor trailers, semi-trucks, or heavy equipment, such as construction equipment used in a commercial business, is prohibited.
13. Repair and service of any vehicles, any type of heavy machinery or any type of engine, is prohibited. Small electronic repair, such as computers, is allowed.
14. Rental services, where any materials for rent are stored on-site and customers visit the residence to pick-up and return the product, are prohibited.
15. Dispatching services, where workers report to the home for dispatching, are prohibited.
16. The number of vehicles used by clients or business-related visitors shall be limited to two at any given time.

**(HOME OFFICE USE ONLY) TOTAL FEE \$**

I HAVE READ AND UNDERSTAND THE ABOVE MENTIONED REGULATIONS AND AGREE TO COMPLY WITH THESE REGULATIONS. I UNDERSTAND THAT FAILURE TO COMPLY COULD RESULT IN A NOTICE OF VIOLATION, CITATION, FINES AND/OR JUDICIAL REMEDIES. NO REFUNDS WILL BE PROCESSED AFTER ISSUANCE OF THIS PERMIT.

<input style="width: 100%;" type="text"/> APPLICANT'S SIGNATURE <small>Make checks payable to:</small>	<input style="width: 100%;" type="text"/> DATE	<input style="width: 100%;" type="text"/> PRINT APPLICANT'S NAME <b>CITY OF CHARLOTTE</b>	<input style="width: 100%;" type="text"/> APPROVED BY / DATE
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METHOD OF  
C/O NBS-Zoning & Permitting Division  
700 North Tryon Street Charlotte, NC 28202

PAYMENT  
 CASH  CHECK

B-89

ORIGINAL-White INSPECTOR-Blue CUSTOMER-Yellow

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KLENBURG COUNTY  
Land Use and Environmental Service Agency

Date: \_\_\_\_\_

Phone# (where we can reach you) \_\_\_\_\_

Name: .....

Address: \_\_\_\_\_

CARD EXP DATE: \_\_\_\_\_

Printed Name: .....

Signature: .....

**(Choose one only)**

!, \_\_\_\_\_ give Mecklenburg County  
Revenue Collection Department permission to charge\$ \_\_\_\_\_  
To my (Visa/MC/Discover) Visa \_\_\_\_\_ for payment to the following  
Acct# \_\_\_\_\_

\_\_\_\_\_, give Mecklenburg County  
Revenue Collection Department permission to charge\$, To my  
(Visa/MC/Discover) Visa \_\_\_\_\_ for payment of estimated  
upfront fees for Project# \_\_\_\_\_

PLEASE DO NOT WRITE CREDIT CARD NUMBER  
ON THIS FORM