

HOME OCCUPATION PERMIT APPLICATION

City of Florence Building Department

P.O. Box 98, 110 West College Street, Florence, AL 35630, ph. 256-760-6325, fax: 256-740-4651

*** Please save the form and email to jhennessee@florenceal.org ***

Applicant,

Please read the following definition of a home occupation, and then describe your proposed business, on the lines that follow, addressing the criteria for a home occupation as it relates to your particular business. (Individuals other than the dwelling owner who wish to conduct a home occupation in the dwelling must submit, in addition to the application, a notarized letter from the owner, granting permission for the home occupation.)

A home occupation is an occupation for gain or support conducted in a dwelling unit only by members of a family residing in the dwelling unit, and not including the employment of any additional persons. The occupation is incidental to the residential use of the dwelling unit and does not utilize more than twenty-five percent of the floor area, and no part of the occupation is conducted in an accessory building. No traffic shall be generated by such home occupation in greater volumes than would normally be expected in a residential neighborhood. There shall be no sign, and no visible evidence of the conduct of a home occupation.

Name of Applicant: _____ **Phone:** _____

Address/Location of Home Occupation: _____

Owner of Property/Address/Phone: _____

Name of Business: _____

Describe the Home Occupation, in detail, and attach a separate sheet if necessary:

Please check yes or no for the following questions:

Does the applicant personally reside at the location of the home occupation? Yes ___ No ___

Does the applicant own the home at the location of the home occupation? Yes ___ No ___

Will the business occupy more than 25% of the floor area of the home? Yes ___ No ___

Is any part of the business conducted in a detached garage? Yes ___ No ___

Will there be customers coming and going from the home? Yes ___ No ___

If so please explain why and how many customers are expected to be coming and going:

Are there stocks of merchandise, supplies, or products stored at the home? Yes ___ No ___

Are there any stocks of merchandise or products sold at the home? Yes ___ No ___

Are semi truck or other major deliveries made to the house? Yes ___ No ___

Are there employees? Yes ___ No ___

Is anything stored outside? Yes ___ No ___

Will there be a sign placed at the home advertising the business? Yes ___ No ___

I represent that the above statements are true and correct to the best of my belief, and agree to notify the City Of Florence if any of the above represented circumstances change. I further agree to permit the City of Florence to conduct periodic inspections of the premises, during normal business hours, and upon reasonable request, to ensure the accuracy of these representations. I agree to abide by the terms of the City's Home Occupation Ordinance, and acknowledge receipt of a copy of this Ordinance. I understand that violation of this Ordinance will result in non-renewal of my Home Occupation Permit and City Business License, and may result in other penalty.

Signature of Applicant _____ **Date:** _____

Approved by:

Signature: _____ **Date:** _____