

Home Occupation Supplement Form

Business Information	Business Name:		DBA Name:		Account #:
	Dominant Business Activity Occurring On-site:				NAICS Code:
	Address/Location:				Telephone Number:
	City:	State:		Zip:	
	Applicant's Name:			Owner/Agent's Name:	

Definition: Home (Business) Occupation means an occupation carried on as an accessory use of a dwelling unit for limited commercial purposes with applicable provisions of the Zoning Ordinance. Casual and isolated activity as defined per Chapter 10 is not required to obtain a business occupation license.

The following provisions shall apply to all home occupations:

1. Home occupations must be accessory and secondary to the use of a dwelling unit for residential purposes. They may not change the character of the residential building they occupy or adversely affect the character of the surrounding neighborhood. Home occupations may not, for example, produce light, noise, vibration, odor, parking demand, or traffic impacts to that are not typical of a residential neighborhood in Dunwoody. Home occupations must be operated so as not to create or cause a nuisance.
2. Any tools or equipment used as part of a home occupation must be operated in a manner or sound-proofed so as not to be audible beyond the lot lines of the subject property.
3. External structural alterations or site improvements that change the residential character of the lot upon which a home occupation is located are prohibited. Examples of such prohibited alterations include construction of parking lots, the addition of commercial-like exterior lighting or the addition of a separate building entrance that is visible from abutting streets.
4. Signs that directly or indirectly, name, advertise, or call attention to a business, product, service or other commercial activity occurring on the subject property are prohibited.
5. Home occupations and all related activities, including storage (other than the lawful parking or storage of vehicles), must be conducted entirely within the dwelling unit.
6. The area devoted to the conduct of all home occupations present on the property is limited to 25% of the dwelling unit's floor area or 500 square feet, whichever is less.
7. No window display or other public display of any material or merchandise is allowed.
8. The use or storage of hazardous substances is prohibited, except at the "consumer commodity" level, as that term is defined in 49 C.F.R. Sec. 171.8.
9. Only passenger automobiles, passenger vans and passenger trucks may be used in the conduct of a home occupation. No other types of vehicles may be parked or stored on the premises.
10. The provisions of paragraph 9 (above) are not intended to prohibit deliveries and pickups by common carrier delivery vehicles (e.g., postal service, united parcel service, FedEx, et al.) of the type typically used in residential neighborhoods.
11. Home occupation shall not include the use of a dwelling unit for the purpose of operating any type of assembly, cleaning, maintenance or repair of vehicles or equipment with internal

combustion engines or of large appliances (such as washing machines, clothes dryers or refrigerators); dispatch centers or other businesses where employees come to the site and are dispatched to other locations; equipment or supply rental businesses; taxi, limo, van or bus services; tow truck services; taxidermists; restaurants; funeral or interment services; animal care, grooming or boarding businesses; and any use involving the use or storage of vehicles, products, parts, machinery or similar materials or equipment outside of a completely enclosed building.

*** Home occupations which household residents use their home as a place of work and either one non-resident employee or customers come to the site also require a Type B Home Occupation Supplement Form.**

Are you conducting a Type B Home Occupation? Yes No

I certify that I reside at the address shown for the proposed business and that it is my principal residence. I hereby acknowledge that I have received a copy of the zoning regulations covering Home Occupation as shown above and will comply with it. I am aware that failure to comply with said requirements would result in revocation of business license and/or legal action by the City of Dunwoody.

Signed _____ Date: _____

OFFICE USE ONLY:	Class ____	Type _____	H.O.P. _____	District _____	Lot _____	Block _____	Parcel _____
Zoning:	Approved by _____	Denied by _____	Date _____	Denial Reason _____			
Pending Items:	C.O. ____	Fire ____	Health ____	Sanitation Service ____	State License _____	Insurance _____	Police _____ Other _____
Business License Items:	Primary ID# _____	Owner's ID# _____	Bill To ID# _____				