



City of Havelock

Planning & Inspections Department
PO Box 368 1 Governmental Ave.
Havelock, NC 28532
(252) 444-6433 Email: permits@havelocknc.us

§ 155.0704 Development Standards for Accessory Uses and Structures.

(B) Home Occupation

- 1) The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to the residential use of a dwelling unit.
- 2) The floor area used for home occupations shall not exceed 25% of the total floor area of the dwelling, and one home occupation shall not operate in more than one dwelling unit on a residential lot.
- 3) The home occupation shall be conducted entirely within a principal dwelling unit, by one or more occupants of the dwelling unit, except that, in connection with the practice of a profession, one person not residing in the dwelling unit may be employed.
- 4) The use does not change the character or outside appearance of the residence.
- 5) The home occupation shall not be conducted in any accessory building.
- 6) Traffic shall not be generated by the home occupation in greater volumes than would normally be expected in a residential neighborhood. Any need for parking generated by the conducting of the home occupation shall be met by providing the parking space(s) in the rear yard.
- 7) Equipment or processing shall not be used in the home occupation which creates noise, vibration, glare, fumes, odors or which causes electrical interference beyond what normally occurs in the zoning district in which it is located. The home occupation shall not involve the use of electrical or mechanical equipment that would change the fire rating of the structure in which the home occupation is located.
- 8) There shall not be exterior displays or display windows, or any other display of goods visible from the outside, nor shall there be sales rooms or open storage of materials or supplies associated with the home occupation.
- 9) Evidence of the home occupation shall not be allowed, except there may be a maximum of one sign used on the premises to identify the home occupation. This sign shall be in conformity with Chapter 155 of the Unified Development Ordinance.
- 10) There shall not be the selling of articles produced elsewhere than on the premises.
- 11) There shall not be the storing of materials or products outside of a principal or accessory building or other structure.
- 12) Delivery and pickup services shall be those customary to residential areas.

Owner/Agent Initials: _____



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OFFICE USE ONLY	
Date Received:	_____
By:	_____
Application #:	_____

Home Occupation Permit Application

Business & Property Owner Information

Applicant/Business Owner

First *Middle Initial* *Last*

Business Name: _____

Address:

Street Address *Email address:*

Property Owner:

First *Last* *Phone Number*

Address:

Street Address *City* *State* *Zip Code*

If different from applicant, property owner or manager must provide the City with a written statement that they approve of the use of the property for this home occupation.

Project Information

Description of Home Occupation: (please be specific and include all products/services that will be offered)

I have received and read the Home Occupation Regulations set forth in the City of Havelock Unified Developmental Ordinance §155.0704(B). I understand the regulations and certify that I will operate my home occupation within those regulations. I also understand that failure to comply is a violation of the City of Havelock Zoning Ordinance and that I will be subject to the enforcement authorized therein. **Initials** _____

Owner/Agent Signature: _____ **Date:** _____

Only **ORIGINAL signatures will be accepted**

** FOR OFFICE USE ONLY **									
Zoning District: _____	Requires Flood Zone Certificate: YES NO					Flood Zone: _____			
Utilities: Water Sewer Public Private	Health Dept. Permit #: _____			APZ: YES NO		Zone: _____			
Noise Contour: _____	Sound Attenuation* Req'd: YES NO		NLR: _____		*Based on standards set forth in §154.07				
Fire Marshal Approval (if applicable): _____					Date: _____				
Building Official Approval (if applicable): _____					Date: _____				
Planning/Zoning Official Approval: _____									