



## SUPPLEMENTAL APPLICATION FOR HOME-BASED BUSINESS LICENSE

**A Home-Based Business is allowed in RA, TR, and TMX Zoning Districts. The intent of these rules and regulations is to protect the health, safety, and welfare of the general public and ensure that home occupations are regulated in a manner, so they do not adversely impact surrounding residential properties, as residential areas and uses are normally separated from non-residential areas and uses. All Home-Based Businesses are subject to the following requirements:**

1. **Employees.** Residents of the dwelling and up to two non-residents may be engaged in the home-based business within the dwelling.
2. **Incidental use.** The home-based business shall be clearly incidental to the residential use of the dwelling and shall not change the essential residential character of the building.
3. **Display, Sale.** No display of products shall be visible from the street, and only products produced on the premises may be sold on the premises. The on-premises sale of products produced off the premises shall be prohibited.
4. **Clients/Customers/Students.** The number of clients/customers/students on premises shall not exceed more than two at a time nor more than a total of eight clients in any one day, and all services rendered shall take place only within the dwelling. In the context of clients/customers/students, the hours of operation shall be limited to 9:00 a.m. to 7:00 p.m., Monday through Saturday.
5. **Area.** Use of the dwelling for the purpose of the home occupation shall not exceed a total of 25 percent of the dwelling.
6. **Number.** No more than two home occupations may be issued per dwelling, and the cumulative area devoted to the home-based business shall not exceed 25 percent of the dwelling.
7. **Alterations.** No internal or external alterations inconsistent with the residential use of the building shall be permitted.
8. **Accessory Buildings.** One accessory building may be used as an artist's studio or office but may not exceed 400 sq. ft. and must be consistent with the architecture and detailing of the primary structure.
9. **Instructions and/or Tutoring.** Instruction and/or tutoring including, but not limited to, music, art, crafts, dance, academics, computer, martial arts, and speech.
10. **Vehicles.** Only customary passenger vehicles, vans, and pick-up trucks shall be permitted to remain on the premises in association with a home occupation. Said vehicles cannot exceed two axles, 22 feet in length, ten feet in height, and/or 8,000 pounds (curb weight). No tow and/or rollback trucks shall be allowed to remain on the premises. Except for food vending trailers, a trailer used in association with the home-based business shall be permitted to remain on the premises. The permitted vehicle or trailer used in association with the home-based business may be stored in a detached garage. Food vending trucks and trailers may not remain on the premises.
11. **In-Home Beauty Salon or Barbershop.** An in-home beauty salon or barbershop shall be limited to one chair and shall be subject to Department of Environmental Health approval. It shall also comply with item 4 above regarding the number of customers.
12. **Uses.** The following and similar uses shall not be considered home occupations: automobile service station; automobile and related vehicular sales lot on-premises; on-premises automobile, motorcycle, and/or farm/heavy construction equipment repair or service/maintenance; ambulance service; rescue squad; on-premises amusement or recreational activities (commercial); animal hospital; commercial kennel, veterinarian clinic with or without animal boarding place; pawn shops; acid storage and manufacturing; heavy manufacturing; fortune teller; palm reader; taxidermy, on-premises welding; on-premises medical/dental facilities; on-premises engine repair service (lawn mower, small engine); tire sales and storage; tanning salon; funeral services; tattooing; and piercing studio.

### BUSINESS OWNERS' ACKNOWLEDGMENT

**As the owner of a Home-Based Occupation, I certify that the information supplied with this application is true and correct, and I agree to comply with the ordinances of the Town of Brooks. I understand and agree that any error, misstatement, or misrepresentation of fact, either with or without intention on my part or change in the type of business without the approval of the Zoning Administrator subsequent to the issuance of a Home-Based Business License shall constitute sufficient grounds for revocation of said License.**

\_\_\_\_\_  
**Business Name**

\_\_\_\_\_  
**Number of Employees (see A. above)**

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
**Signature of Business Owner**

\_\_\_\_\_  
**City                      State                      Zip Code**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Phone**

\_\_\_\_\_  
**Zoning District**

\_\_\_\_\_  
**Approved by Zoning Administrator                      Date**