



**TOWN OF THUNDERBOLT**  
**Application for Home Occupation Permit**

[ ] New Application [ ] Renewal Application (for \_\_\_\_\_ year)

**Home Occupation:** An occupation customarily carried on within a home for gain or support; involving the sale of only those articles, products, or services produced on the residing in such dwelling unit, using only such equipment as is customarily found in a home and involving no display of articles or products. A home occupation shall include the boarding of not more than two non-transient guests. A beauty parlor operating in a room separate from, but attached to a dwelling unit and using equipment other than that customarily found in a home, shall be defined as a home occupation under the following specific conditions:

- a. Such beauty parlor shall occupy not more than 500 square feet of floor area.
- b. There shall be no more than two employees, both of whom shall reside in the dwelling unit to which the beauty parlor is attached.

1. Name and Type of business to be conducted under this home occupation permit.

\_\_\_\_\_

2. Address where home occupation will be operated:

\_\_\_\_\_

3. Town of Thunderbolt Classification for address where home occupation is to be permitted.

\_\_\_\_\_

4. Does the applicant live at the above address?

\_\_\_\_\_

5. Is the home occupation to be operated entirely within the dwelling in which the applicant lives? \_\_\_\_\_ Is the space used for such home occupation also for household purposes? \_\_\_\_\_

6. Are the applicant and his/her immediate family the only persons who will engage in the home occupation? \_\_\_\_\_

7. Do all persons who will work in within the home occupation permit live in the dwelling in which the home occupation will be conducted? \_\_\_\_\_

**List Complete Name of Persons:** \_\_\_\_\_

Print

8. Will there be a sign necessary to advertise the home occupation? \_\_\_\_\_

- 9. Will there be any outward evidence of such Home Occupation, such as a display of goods, or the accumulation of trash, or the storage of materials, or the loading or unloading of trucks? \_\_\_\_\_
- 10. List the name/address/contact phone number of property owner if different from applicant. \_\_\_\_\_
- 11. If applicant is different from property owner of record, a statement of consent **MUST** accompany this application (this should be a notarized statement). Is that document provided? \_\_\_\_\_
- 12. **Applicant:** Please list name and addresses of the adjoining property owners. The Town of Thunderbolt will contact them to inform them of your application.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

The applicant who, being duly sworn, deposes and says that the above statements are true and correct to the best of the applicants knowledge.

\_\_\_\_\_  
 Applicant Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Print Name

\_\_\_\_\_  
 Phone Number

\_\_\_\_\_  
 Signature of Notary

\_\_\_\_\_  
 Date

**NOTICE TO ALL APPLICANTS FOR HOME OCCUPATION:** The Town of Thunderbolt issues all home occupation permits for a period not to exceed one year. These applications are reviewed by the Mayor and Aldermen in December of each calendar year. In addition to this application a separate business license must be applied for.

<b><i>FOR TOWN OF THUNDERBOLT USE ONLY</i></b>		
Application Final Determination:	APPROVED [ ]	DENIED [ ]
If denied state reason:		
_____		
_____		
Permit Number _____	Permit Paid: _____	Date: ____/____/____
Initials _____		

## 6-203 Home Occupation

1. Home Occupation as defined in Article III of the Zoning Ordinance of the Town of Thunderbolt may be permitted in R-1, R-2, R-3 and R-M-H subject to the procedures, restrictions and limitations contained in the Ordinance and only after approval by the Mayor and Council of the Thunderbolt.
2. License
  - A. Business License. The Clerk shall receive the Applications for a Home Occupation business license. Such application shall follow the same forms as required for business licenses but shall include the additional information required by this Ordinance.
  - A. Application. Applications for a Home Occupation business license shall be filed by the owner and/or lessee of the dwelling unit upon forms furnished by the Town. Said application shall describe and set forth the following:
    1. The type and purpose of the business to be conducted within the dwelling.
    2. The names of all persons residing within the dwelling.
    3. The street address of the property upon which the business is to be located.
    4. The-square foot area to be utilized by the Home Occupation
    5. The name and address of the owner of the real property upon which the dwelling is located
    6. Written consent of the owner, or his agent, granting permission for the use of the dwelling for conduct of a Home Occupation.
    7. Names and addresses of all adjoining property owners.
    8. A plan for off-street parking for customers.
  - C. Hearing. Provided the application is filed at least Ten (10) days prior to the next meeting of the Mayor and Council, the application will be considered by the Mayor and Council at the meeting following the filing of the application. If the application is filed within this ten (10) day period, the application will not be considered until the second regular council meeting following the filing of the application. Not later than five (5) days prior to the meeting of the Mayor and Council to consider the application, the Clerk shall mail the adjoining property owners a notice informing them of the application and time and date said application will be considered.
  - D. Approval. If the Mayor and Council find, after examining the applicant, application and after public comment, that the applicant meets all requirements, including those hereinafter set forth, it may approve the same.

In determining whether to approve an application the Mayor and Council may consider the following:

1. Is the business to be conducted a use which is compatible with the surrounding neighborhood.
  2. Are there objections by the residents in the affected neighborhood.
  3. Is there adequate off-street parking for customers of the proposed Home Occupation.
- E. Expiration Date. All Home Occupation business licenses shall expire on December 31st of every calendar year. Renewal applications must be filed at least 10 days prior to the regular December Town Council meeting and shall be processed in the same manner as the initial application.
- F. Home Occupation Regulatory Fee. In addition to the occupation tax fee set forth in the Code of ordinances, a holder of a Home Occupation license shall pay a regulatory fee as set by the Mayor and Council. (Council, 2/8/1995).
- G. Suspension, Revocation of License. Violation of any provision of this article will be grounds for terminating the license granted by the Town to the owner and/or the license of the person or entity operating the Home Occupation. No license shall be suspended, revoked, or canceled except for due cause as herein defined, and the licensee is granted a public hearing before the Mayor and Council. The licensee will be given ten (10) days written notice of the time, place and purpose of the hearing, with a statement of the reason for the suspension, revocation or canceling of such permit and/or license. "Due cause" is the willful and/or continued violation of the provisions of the Code of Ordinances of the Town of Thunderbolt. The termination of the license does not in any way preclude the person or persons alleged to have violated the provisions of this article from being charged with a violation of this ordinance or preclude the Town from taking any other action authorized by the Code of Ordinances, and/or any action authorized by law.
3. Penalties for Violation.  
Any person, firm, or corporation violating any provision of this ordinance shall, upon conviction, be fined not less than twenty-five (\$25.00) dollars nor more than five hundred (\$500.00) dollars for each offense in the Municipal Court of Thunderbolt. Each day such violation continues shall constitute a separate offense.
4. Remedies.  
In case any person attempts to operate a business in violation of the Zoning Ordinance of the Town of Thunderbolt, in addition to other remedies, and after due notice to the appropriate person, issue a citation for violation of the Town Code, requiring the presence of

the violator in the Municipal Court of Thunderbolt; or institute injunction or other appropriate action or proceeding to prevent such unlawful conduct or use and/or to correct or abate such violation.

5. Severability.

If any portion of this ordinance: shall be held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect or impair the remaining portions unless it clearly appears that such other parts are wholly and necessarily dependent upon the part held to be invalid or unconstitutional.

6. Repealer.

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

7. Effective Date.

This ordinance shall become effective upon its approval by the Mayor and Council of the Town of Thunderbolt. (Council, 3/9/1994)