

**CITY OF TULLAHOMA**  
**Building Codes Division**

P.O. Box 807, 321 N. Collins Street  
Tullahoma, TN 37388

Phone 931-455-2282  
Fax 931-454-1765



**HOME OCCUPATION APPLICATION**

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Name of Business: \_\_\_\_\_

Does the applicant **own** the property where the Home Based Occupation is to be located? ***If answered no, the Applicant must have the property owner sign the Affidavit portion of this application.***

Yes \_\_\_\_\_ No \_\_\_\_\_

Proposed Home Occupation Requested: *(Please be specific about the type of business and how the business will operate. For example, are you just using the home to receive phone calls to go to a place to do work?)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The following conditions must be met for approval of a Home Occupation Application. Please read each condition carefully and place a check mark in each box to show that you understand the requirement and agree to meet all the conditions listed below at all times.

- The home occupation shall not exceed 15 percent of the floor area of the primary structure.
- Other than those related by blood, marriage or adoption, no more than one person may be employed in the home occupation.
- Inventory and supplies shall not occupy more than 50 percent of the area permitted to be used as a home occupation.
- There shall be no exterior display or storage of goods on said premises.
- Home occupations involving beauty shops or barber shops shall require a conditional- use permit.
- Sales and services to patrons shall be arranged by appointment and scheduled so that not more than one patron vehicle is on the premises at the sametime.
- Two additional parking spaces shall be provided on the premises, except only one need be provided if the home occupation does not have an employee. Said parking shall comply with the parking requirements in Chapter 5 of the City of Tullahoma Zoning Ordinance.

Wall signs for home occupation: 1 per street Front; maximum area of 1.5 square feet; must be under eave of building; sign permit required; and no internal illumination allowed.

I hereby certify that I will meet all requirements of the Home Occupation portion of the Zoning Ordinance, that the above information is accurate and complete, and that I understand that if the conditions of this application are not met, approval of the Home Occupation will be revoked.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

**Notarized Affidavit of Ownership and Acknowledgement of Proposed Use**

I, \_\_\_\_\_, do hereby confirm that I am the owner of property located at \_\_\_\_\_, Tullahoma, TN. Further, I am aware that \_\_\_\_\_ (*name of applicant*) is intending to establish a business in property that I own and that I do consent to the following type of business at the following address \_\_\_\_\_, Tullahoma, TN.

**(State of Tennessee) (County of Coffee)**

\_\_\_\_\_ personally appeared before me, a Notary Public for the said state and county, who affirmed the information and created the instrument herein above for the purpose contained within.

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

Notary Seal

**My commission expires on** \_\_\_\_\_

*Office Use Only*

Tax Map Number \_\_\_\_\_ Group \_\_\_\_\_ Parcel Number \_\_\_\_\_

Zoning District: \_\_\_\_\_

Approve: \_\_\_\_\_ Denied: \_\_\_\_\_

Comments:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Senior Planner or designee

\_\_\_\_\_  
Date