



City of Tullahoma

Department of Planning & Codes

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

Tel: (931)455-2282
Fax: (931)454-1765

HOME OCCUPATION PERMIT 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.

- Home occupations shall be undertaken only by the residents of the dwelling unit;
- No more than one person other than members of the family residing on the premises shall be engaged in such occupation;
- The home occupation will be conducted only within the dwelling;
- The space devoted to the home occupation shall not exceed 15% of the gross floor area of the principal building;
- No alteration to any building shall indicate from the exterior that the building is being used for other than residential purposes;
- No articles, materials, goods, or equipment indicative of the home occupation shall be visible from any public street or adjacent properties. Outdoor sales and storage is prohibited;
- No traffic shall be generated by the home occupation in greater volume than would normally be expected in a residential neighborhood. Off street parking shall be provided.



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- The proposed uses shall not increase noise, vibration, glare, fumes, odors, or electrical interference;
- Where applicable, recognized professional licenses and required permits of the occupant (s) trade or trades which are practiced shall be obtained and maintained as valid;
- Dwelling units and accessory buildings shall not be used as a primary or incidental storage facility for a business, industry, commercial, or agricultural activity conducted elsewhere;
- If a general occupant sign is used such sign will be in accordance with the Tullahoma Municipal Code; and
- Proper permission for the requested home occupation has been obtained from the homeowner association (if applicable).
- If applicable, permission from the property owner has been presented via signed and notarized Affidavit affirming home based occupation listed on application is same as on this application.

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.

My commission expires on _____.

Signature of Notary



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Office Use Only

Tax Map Number _____ Group _____ Parcel Number _____

Zoning District: _____

Approve: _____ Denied: _____

Comments:

Planning & Codes Director or designee

Date