

HOME OCCUPATION BUSINESS LICENSE APPLICATION

CITY OF WAYCROSS, GEORGIA
 Department of Community Improvement
 (912) 287-2944 / (912) 287-2948, Facsimile
www.waycrossga.com



A license is required for each resident operating a business from their home. The guidelines you need to meet in order to operate any type of business from your residence are listed in the application. Please read these guidelines carefully and fill out the form completely. Any errors or omissions may result in the application being returned to you, thus delaying the time to receive your license. This license will expire on December 31st of this year.

Should you encounter a problem in completing this application or should you have any questions about any phase of the license procedure, please call the City Marshal at (912) 287-2944

GENERAL INFORMATION

BUSINESS NAME			
ZONE	BLOCK	LOT	MAP NUMBER
PHYSICAL ADDRESS			
NAME OF APPLICANT		HOME PHONE	BUSINESS PHONE
CELL PHONE	FAX	EMAIL	WEBSITE

HOME OCCUPATION INFORMATION

NATURE OF BUSINESS		
NUMBER OF EMPLOYEES	HOURS OF OPERATION A.M. TO P.M.	TOTAL HOME SQUARE FOOTAGE
WILL CLIENTS VISIT THE HOME?	# OF CLIENT VISITS / WEEK	TOTAL BUSINESS SQUARE FOOTAGE
TYPE OF EQUIPMENT USED		GEORGIA SALES TAX #
ESTIMATED GROSS INCOME FROM HOME OCCUPATION		
NUMBER OF VEHICLES USED	TYPE OF VEHICLES USED	GROSS VEHICLE WEIGHT
HOW WILL YOU ADVERTISE YOUR BUSINESS?		

ADDITIONAL INFORMATION

- Please attach written approval from a condominium association, landlord or joint owner if applicable;
- Please attach a copy of any applicable state license (child/adult care, contractor, cosmetology, etc);
- Do you use any chemicals or flammable liquids in your occupation? Yes No
If yes, what type and quantity of material or chemicals and where are they stored?

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- Would customers or clients need to come to your home? Yes No

If yes, explain why _____

HOME OCCUPATION LICENSE CONDITIONS

Zoning Ordinance Section 309.1 Home Occupation – An occupation or profession conducted within a dwelling by persons residing in the dwelling (not including tourist homes or boarding houses) provided:

- (a) That no person other than residents of the dwelling is employed;
- (b) The floor area normally used for conducting this use shall not exceed twenty (20%) percent of the total floor area of the dwelling;
- (c) Such activity is conducted in a manner which will not change the outside appearance of the dwelling;
- (d) Merchandise is not sold in connection with such home occupation;
- (e) Such home occupation does not generate such street traffic or parking as to create a nuisance to the neighborhood;
- (f) Except that customary for a normal household, no equipment used nor any activity permitted which is obnoxious or offensive by reason of noise, odor, dust, smoke, fumes, vibration or interference with normal radio and television reception to other residents in the neighborhood; and
- (g) No sign is displayed except those allowed for a residence and there is nothing visible from the street to indicate that a home occupation is being conducted therein.

It shall be a continuing responsibility of the occupant to enforce the foregoing requirements with respect to a home occupation and to prevent the creation of a nuisance to the neighborhood. Failure to do so shall constitute a violation of this ordinance.

FLOOR PLAN OF RESIDENCE
(does not have to be to scale)

My signature here below certifies that the information in this application and attachments are, to the best of my knowledge, true and complete and I agree to maintain my property in accordance with all rules, regulations and ordinances of the City of Waycross. I also agree to allow the appropriate inspectors to inspect my residence prior to the issuance of the license that I am applying for.

Signature _____ Date _____

***** OFFICE USE ONLY *****

Building Inspector	Approved or Denied	Date
Comments		
Fire Marshal	Approved or Denied	Date
Comments		
License Mailed or Given to Applicant	Date	By Whom
Fee Collected		