

# Home Occupation Supplement Form



Occupational License Application Form must also be submitted with all required documentation.

Toll Free Phone: (800) 556-7274  
Toll Free Fax: (844) 528-6529

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

Email: [businesslicensesupport@avenuinsights.com](mailto:businesslicensesupport@avenuinsights.com)  
Website: [www.avenuinsights.com](http://www.avenuinsights.com)

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

Doing Business As: \_\_\_\_\_

Business License Renewal  
PO Box 830900  
Birmingham, AL 35283-0900

Business Phone Number: \_\_\_\_\_ NAICS No.: \_\_\_\_\_

[www.naics.com](http://www.naics.com)

Email Address: \_\_\_\_\_

Avenu Account No.: \_\_\_\_\_

Owner/Agent's Name: \_\_\_\_\_

Address/Location: \_\_\_\_\_

No PO Box

City

State

Zip

**Definition:** Home (Business) Occupation (H.O.L.) means an occupation carried on by an occupant of a dwelling unit as a secondary use dwelling unit for residential purposes, and is operated in accordance with applicable provisions of the Zoning Ordinance. Casual and isolated activity as defined per Chapter 15 is not required to obtain a business occupation license.

The following provisions apply to home occupations:

- A. There shall be no exterior evidence of the home occupation.
- B. No use shall create noise, dust, vibration, odor, smoke, glare or electrical interference that would be detectable beyond the dwelling unit.
- C. The use shall be conducted entirely within the dwelling unit and only persons living in the dwelling unit shall be employed at the location of the home occupation.
- D. No more than 25% of the dwelling unit and in no case more than 500sq. ft., whichever is less may be used for the conduct of the home occupation.
- E. No use shall involve public contact on the property and no article, product, or service shall be sold on the premises other than by telephone. (Note: A special Land Use Permit may be applied for the customer (public) contact, which must be approved by the City Council at a public hearing. Contact the Community Development Department for information (404-637-0500).
- F. No materials or equipment shall be stored on the premises upon which the home occupation is located, except where such materials and equipment are stored entirely within the residence.
- G. No vehicle other than a passenger automobile, passenger van, or passenger truck shall be used in the conduct of a home occupation, and no other vehicle shall be parked or stored on the premises.
- H. No home occupation shall be operated so as to create a nuisance.
- I. Home occupation shall not include the use of a dwelling unit for the purpose of operating any automobile repair establishment, taxi service, van service, limousine service, wrecker service, car wash, or ammunition or firearms sales establishment.

I certify that I reside at the address shown for the proposed business and that it is my principal residence. I hereby acknowledge that I have received a copy of the zoning regulations covering Home Occupation as shown above and will comply with it. I am aware that failure to comply with said requirements would result in revocation of business license and/or legal action by the City of Brookhaven.

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Office Use Only: Class \_\_\_\_\_ Type \_\_\_\_\_ H.O.P. \_\_\_\_\_ District \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_ Parcel \_\_\_\_\_

Zoning Approved By \_\_\_\_\_ Denied By \_\_\_\_\_ Date \_\_\_\_\_ Denial Reason \_\_\_\_\_

Pending Items: C.O. \_\_\_\_\_ Fire \_\_\_\_\_ Health \_\_\_\_\_ Sanitation Services \_\_\_\_\_ State License \_\_\_\_\_ Insurance \_\_\_\_\_ Police \_\_\_\_\_ Other \_\_\_\_\_