HOME OCCUPATION APPLICATION

City of Atlantic Beach

Finance Department
800 Seminole Road Atlantic Beach, FL 32233
(Phone) 904-247-5800 (Email) BTR@coab.us

FOR INTERNAL OFFICE USE ONLY

PERMIT# _____

APPLICANT INFORMATION

NAME OF BUSINESS _____ PHONE # _____

NAME OF OWNER _____ CELL # _____

HOME ADDRESS _____ CITY _____ STATE ___ ZIP CODE _____

MAILING ADDRESS _____ CITY _____ STATE ___ ZIP CODE _____

BUSINESS ENTITY IDENTIFICATION NUMBER

FEDERAL EMPLOYER I.D. NUMBER _____ **OR** SOCIAL SECURITY NUMBER _____

EMAIL ADDRESS _____ DATE OF BIRTH _____

Explain in detail the exact nature of your home occupation, including the tasks you will perform in and away from the home:

Number of employees working at the home _____ Number of employees that do NOT reside at the home _____

Number of commercial vehicles and/or trailers to be parked or stored at the home _____

**Commercial vehicles and trailers are subject to Sec. 24-163 of the City Code of Ordinances and may not be parked within the city right-of-way, on or over a sidewalk, or an on any unimproved surfaces.*

Will there be any commercial/industrial equipment or machinery stored at the home? (Yes or No) _____

Will the business generate a greater need for parking at the home? (Yes or No) _____

Will your home be used for office purposes only? (Yes or No) _____ Will customers/clients be visiting the home? (Yes or No) _____

Will the business create any noise, glare, odors, or other nuisances to your neighbors? (Yes or No) _____

Will there be use, storage, or disposal of corrosive, combustible, or other hazardous/flammable materials/liquids? (Yes or No) _____

I UNDERSTAND AND AGREE TO ABIDE THE FOLLOWING CONDITIONS:

1. The employees of the business who work at the residential dwelling must also reside in the residential dwelling, except that up to a total of two employees or independent contractors who do not reside at the residential dwelling may work at the business. The business may have additional remote employees that do not work at the residential dwelling.
2. Parking related to the business activities of the home occupation complies with local zoning requirements and the need for parking generated by the business may not be greater in volume than would normally be expected at a similar residence where no business is conducted.
3. Commercial vehicles and trailers are subject to Section 24-163 of the City Code and must be parked in legal parking spaces that are not within the right-of-way, on or over a sidewalk, or on any unimproved surfaces.
4. As viewed from the street, the use of the residential property is consistent with the uses of residential areas that surround the property.
5. The activities of the home occupation are secondary to the property's use as a residential dwelling.
6. Please submit a copy of your Driver's License and any State License you are required to hold.

I FURTHER UNDERSTAND THAT FAILURE TO COMPLY WITH THESE CONDITIONS MAY RESULT IN THE LOCAL BUSINESS TAX RECEIPT BEING REVOKED.

SIGNATURE OF APPLICANT	PRINT OR TYPE NAME	DATE