



Town of Freedom

APPLICATION FOR MINOR HOME OCCUPATION FOR CERTIFICATION OF USE AND OCCUPANCY

Application Instructions: These instructions and application form are to be used for determination as to whether a proposed use meets the Zoning Ordinance to be allowed as a Minor Home Occupation.

Review Process:

- Submit completed application to the Zoning Office. Answering all questions and providing all required information will expedite the review process.
- The application will be reviewed by the Zoning Officer to determine if it meets the definition of Minor Home Occupation found the Zoning Ordinance.
- A written determination will be provided to you on the findings.

If a use is determined to be a Minor Home Occupation, as defined by the Zoning Ordinance, no further review or permits for the use are necessary. However, all other applicable permits must be obtained. Depending on the proposal, these may include building/electrical/plumbing permits for any renovations, etc. If the use is determined to be a Major Home Occupation, you shall submit an Application for Special Exception to the Zoning Board of Adjustment.

ARTICLE 18 HOME OCCUPATIONS

Section 1801 Intent

Home occupations may be allowed as a Special Exception by the Board of Adjustment in order to provide diversity in the employment available to Town residents; to support the variety of uses characteristic of small towns, and allow for reasonable growth. At the same time, the ordinance intends to ensure that the quiet, uncrowded, and scenic features of the Town are preserved, and that neighborhood character is maintained.

Section 1802 Minor Home Occupation

Minor home occupations are conducted in a way to have essentially no impact. To qualify as a minor home occupation, and not require a special exception from the ZBA, all of the following standards must be met:

- 1802.1 Minimal or no outward evidence of the home occupation exists.
- 1802.2 No more than seven customers visit the site per day.
- 1802.3 No sign identifying the home occupation.
- 1802.4 Deliveries are limited to trucks of 12,000 gross vehicle weight (GVW) or less.
- 1802.5 No more than two commercial vehicles are parked at the site. Vehicles must be less than 12,000 GVW.
- 1802.6 No on-site employees.
- 1802.7 No hazardous materials used in the home occupation.
- 1802.8 Home occupation does not require any state or federal permits.

**TOWN OF FREEDOM
APPLICATION FOR MINOR HOME OCCUPATION**

Please print legibly or type

Property Address: _____

Map / Lot: _____ Zone: _____

Applicant / Tenant: _____

Applicant's Mailing Address: _____

Phone: _____ Email: _____

Property Owner(s): _____

Owner's Mailing Address: _____

Phone: _____ Email: _____

Type of Home Occupation (describe in detail): _____

Name of Business: _____

Days / Hours of Operation: _____

of persons on-site engaged in this operation: _____

What type of structure will be used: _____

Square footage within structure: _____

Will any areas outside of structure be used (if so, describe area, size and activities)? _____

*Please include a sketch of property showing areas to be used.

Describe any proposed repairs/modifications/expansions: _____

Describe anticipated related deliveries to the site (quantity, frequency, type of carrier, etc.): _____

Have you talked to your neighbors about your Home Occupation? (Circle one) YES / NO

Notice: If your Minor Home Occupation changes or grows, you must re-register your business.

I hereby certify that to the best of my knowledge, this information is valid and that there is no violation of the approved ordinances, codes, and/or regulations of the Town of Freedom. I also hereby authorize the Town of Freedom's Zoning Officer to enter onto my property for the purposes of this review.

Applicant's Signature: _____ Date: _____

Owner's Signature: _____ Date: _____

HOME OCCUPATION DETERMINATION

_____ Minor Home Occupation _____ Major Home Occupation (Special Exception Required from ZBA)

Signature of Zoning Officer: _____ Date: _____