



TOWN OF DAYTON, VIRGINIA

HOME OCCUPATION PERMIT APPLICATION

125 B Eastview St. Dayton, VA 22821 • Phone (540) 879-2241 • Fax: (540) 879-2243
www.daytonva.us

Applicant Name _____

Street Address _____

City _____ State _____ Zip Code _____

Home Phone _____ Cell Phone _____

Business Name _____

Proposed Occupation _____

Please read the home occupation permit guidelines and limitations contained in Title 9, Chapter 4 Definitions, §9-22 (31.1) – (31.2) of the Town of Dayton Code, as amended (see attached). Depending upon the zoning classification of the property will determine which level of Home Occupation the property is eligible for. If you are unsure of the property zoning classification, please contact the Town of Dayton Zoning Administrator for assistance.

Is the Applicant owner of the property on which the permit is requested?

☐ YES ☐ NO

If not, owner of property shall sign here _____

SIGNATURE OF PROPERTY OWNER/DATE

Will all employees of the use be members of the family residing on the premises?

☐ YES ☐ NO

Will the use be conducted in the main building?

☐ YES ☐ NO

Will an accessory building be used for storage or inventory in conjunction with the use?

☐ YES ☐ NO

Will there be any storage of materials associated with this use?

☐ YES ☐ NO

(over)

What is the percentage of floor area to be occupied by the use? _____

How many customer/vendor vehicular trips will be associated with the use within a 24-hour period? ____

Will the use produce obnoxious odors, glare, noise vibrations, electrical disturbance, radio activity or other conditions detrimental to the character of the surrounding area?

☐ YES ☐ NO

Will there be any window display of products, goods, or commodities in conjunction with the use?

☐ YES ☐ NO

After completing the Application and agreeing to the limitations, please sign and date the Application and return to the Dayton Town Office for Zoning review. If approved, a Business License will be issued upon the collection of associated fees (see attached fee schedule).

CERTIFICATION

As applicant, I submit the foregoing responses are true and understand that a finding to the contrary by the Zoning Administrator can invalidate this application. I understand that the use shall comply with Title 9, Chapter 4 Definitions, §9-22 (31.1) – (31.2) of the Town of Dayton Code, as amended, and if, at any time, the requirements of that Section are exceeded, I shall be required to apply for a Special Use Permit for a home occupation or profession.

Applicant Signature

Date

FOR OFFICE USE ONLY

Property zoning classification _____ ☐ Home Occupation Level One ☐ Home Occupation Level Two

☐ **APPROVED**

☐ **DENIED**

Comments: _____

Zoning Administrator: _____ Date: _____

(31.1) *Home Occupation, Level One* Any commercial endeavor which is undertaken in a structure used as a residence and meeting the following criteria:

- The person conducting the home occupation must be a resident of the Dwelling in which the home occupation is to be located.
- The home occupation shall be operated only by persons residing in the Dwelling, with no other employees permitted.
- The home occupation shall be clearly secondary to the use of the Dwelling as a residence and shall not occupy more than 25% of the living area of the Dwelling.
- The home occupation shall not generate significantly more traffic than is typically generated by residential uses in the neighborhood.
- The exterior of the dwelling shall show no evidence of the attendant home occupation. There shall be no outside display of products, goods, or commodities in conjunction with the home occupation. The use of a sign shall also be prohibited.

(Added December 10, 2007)

(31.2) *Home Occupation, Level Two* A commercial endeavor undertaken in a structure used as a residence which does not qualify as a Level One Home Occupation but does meet the following criteria:

- The proprietor of a home occupation must reside in the Dwelling, and either (i) have a direct or indirect, legal, equitable, or beneficial interest in the Dwelling or (ii) have the written approval of a person with such an interest for the conduct of the home occupation.
- The home occupation shall be operated by persons residing in the Dwelling but may employ up to two other persons.
- The home occupation shall not occupy more than 25% of the living area of the Dwelling.
- Except for the daily commute of employees, the home occupation shall not generate significantly more traffic than is typically generated by residential uses in the neighborhood.
- The exterior of the Dwelling shall show no evidence of the attendant home occupation. There shall be no outside display of products, goods or commodities in conjunction with the home occupation. The use of a sign shall also be prohibited.

(Added December 10, 2007)