

Additional Information

- Home occupations shall be limited to be similar to the following uses: art studio, hand-made crafts, barber/beauty shop, specialty trades/contractor offices, cleaning/maintenance service, consultants of- fice, detective office, sewing/alterations, catering, upholstery/restoration, engineer, architect, surveyor, electronics repair, in- struction in fine arts/music/athletics, in- surance agent, home repair, interior deco- rator, internet/mail order business, lawn/ garden service, martial arts instructor, mas- sage therapist, message/errand service, real estate agent, stock/security brokers, swimming pool service, tax preparation service, telephone answering service, home offices, writer & journalist.
- In no instance may the following uses be considered a home occupation: automobile repair shop, automobile body shop, animal grooming establishment, tanning & nail salon, pest control service, small engine repair, retail sales operation, wholesale sales operation with on-site delivery and storage of goods or retail florist.
- No products, goods, materials or equip- ment may be sold from the residential home.

Permitting Procedures

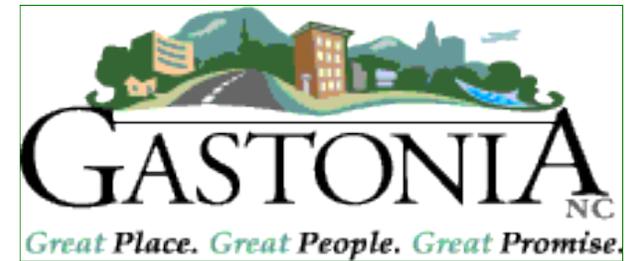
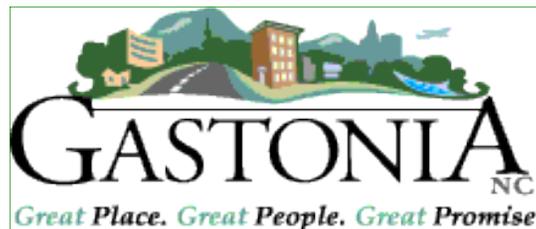
A zoning certificate of occupancy is required. Once completed, the application should be submitted to the Building Supports Services Office for processing.

The cost of this permit is \$36.75 to be paid at the time of submittal. **This is a non-refundable fee.**

The review time typically is between one and three days.

Once reviewed and approved or failed you will be notified. If approved you will need to return to the office to retrieve your signed copy of the permit and obtain your City of Gastonia Business License. These fees vary as to the type of business you are operating.

If you have any questions please do not hesi- tate to contact us by calling 704-866-6729 or email at codeenf@cityofgastonia.com.



CUSTOMARY HOME OCCUPATION RULES & REGULATIONS

Building Support Services,
PO Box 1748, 150 S. York Street, Gastonia,
NC 28053
704-866-6729
codeenf@cityofgastonia.com
www.cityofgastonia.com



CUSTOMARY

In the City of Gastonia you are required to obtain a Zoning Certificate of Occupancy for every home occupation, that will be located on your property.

ZONING REQUIREMENTS

- Maybe established in any principal unit;
- Must be incidental to the residential use and shall not be considered a substitute for traditional retail establishments that relies on walk-in traffic;
- The use cannot include the change of the exterior residential character of the dwelling;
- No outside storage of materials or equipment associated with the business may be located on the property (except the use of a swimming pool for outdoor swimming lessons or lawn & garden services may locate equipment in a manner that will substantially screen them from street view & adjoining properties;
- Use of the dwelling shall be limited to 25% of the gross floor area or 750 square feet which ever is smaller;
- The operator of the home occupation must reside on the same property where the home occupation takes place;
- Only residents of the dwelling may engage in the home occupation with the exception of one office staff member;
- No home occupation is allowed in an accessory structure;



HOME

- No other nonresidents shall be allowed to report to work at the location of the home occupation;
- No products, goods, materials or equipment associated with the home occupation shall be visible from any adjoining street or properties. All such items shall be stored within the residential structure or accessory structure per the guidelines of the above requirement;
- On premise sales of products are limited to those made or reconditioned on the premises and those that are necessary to the service being provided (no retail establishments as a primary use is allowed as a home occupation);
- Only passenger vehicles are permitted in connection with the home occupation. No more than two vehicles may be used in conjunction with the home occupation. Parking in association with the home occupation may only take place in the driveway or garage;
- **No chemical, electrical, mechanical, or otherwise that creates sound, odor, light emission or interference with radio or television reception is allowed in the use of the home occupation;**

BUILDING REQUIREMENTS

The North Carolina Building Code has specific criteria that is required if a non-resident enters the home (employee or customer) for the purpose of conducting business in a customary home occupation area :

- The home must have an accessible area to park. This area must be relatively flat with little to no slope in any direction, and cannot be a street or any public right of way;



OCCUPATION

- All ramps, landings, guardrails and thresholds must be in compliance with the NC Building Code Chapter 11 & ANSI 117.1, 2003 version;
- The entrance to the area in which the business will be conducted must be accessible from the parking area, including an impervious surface, to the entry door, including any ramp or landings;
- If you choose to have an office person to operate from the home occupation you must also provide any special needs that person may require currently or in the future as to not violate NC Building Code or US Federal Law;
- Please note the NC Building Code is a minimum code and does not necessarily conform to the requirements of the American with Disabilities Act. It is your responsibility as a property/business owner to investigate these differences and act accordingly;

SIGN REQUIREMENTS

- Maximum of one (1) sign with an area of four (4) square feet – this is a 2' X 2' sign;
- A sign permit is required and signs may be ground mounted or flush against the building wall;
- The sign may not be illuminated;
- All freestanding or ground mounted signs will require an engineered design to conform with the NC Building Code appendix H