



BERKELEY COUNTY

PLANNING AND ZONING DEPARTMENT

P.O. Box 6122 • 1003 Highway 52

Moncks Corner, SC 29461

843.719.4095

APPLICATION FOR HOME OCCUPATION

Home occupations that comply with the regulations shall be allowed as an accessory use to any allowed residential or agricultural principal use.

Please fill out the requested information, read and initial the criteria and stipulations, sign the application, and provide a site plan of the subject property, depicting any proposed improvements associated with the Home Occupation Permit. A construction permit is required for any accompanying construction activities.

GENERAL INFORMATION	
Applicant's Name:	
Address:	
TELEPHONE CONTACT INFORMATION:	
Home:	Work:
PROPERTY INFORMATION	
Parcel TMS:	
Property owner name if different from Applicant:	
Zoning District:	
Current Use of Property: <input type="checkbox"/> Residential / <input type="checkbox"/> Agricultural / <input type="checkbox"/> Other Home Occupation(s) operated on the property as described: _____	
PLEASE ANSWER THE FOLLOWING QUESTIONS PERTAINING TO YOUR HOME OCCUPATION:	
Describe the proposed Home Occupation operation (attached additional sheets if necessary):	
The total square footage of the home occupation shall not exceed 25 percent of the total floor area of the principal dwelling.	
Square Footage of Home:	Square Footage of Home Occupation (include square footages of proposed office, workspaces, storage areas, etc. that will be utilized for the business):
Where will the Home Occupation be operated? <input type="checkbox"/> In the principal dwelling / <input type="checkbox"/> In an accessory structure / <input type="checkbox"/> Other: _____	



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BELOW ARE THE MINIMUM CRITERIA AND STIPULATIONS IN ORDER TO QUALIFY AS A HOME OCCUPATION. PLEASE READ EACH STATEMENT CAREFULLY AND INITIAL, AND SIGN BELOW TO ACKNOWLEDGE THAT YOU AGREE TO COMPLY WITH ALL PROVISIONS OF THIS FORM. HOME OCCUPATIONS ARE AUTHORIZED IF THEY COMPLY WITH THE PERFORMANCE STANDARDS SET FOR HEREIN, PER §11.9.1 OF THE ZONING CODE:

Section	Initial
A. I acknowledge that my home occupation does not fall under any of the prohibited use categories listed below:	
<p><i>Prohibited uses.</i></p> <ol style="list-style-type: none"> 1. <i>Vehicle/equipment repair, rental or sales. Any type of repair, rental, sales, or assembly of vehicles or equipment with internal combustion engines (such as autos, motorcycles, scooters, snowmobiles, outboard marine engines, lawn mowers, chain saws, and other small engines) or of commercial appliances (household appliances not included in this definition) or any other work related to automobiles and their parts is prohibited as a home occupation.</i> 2. <i>Restaurants. Restaurants and food service establishments are not allowed as home occupations.</i> 3. <i>Employee dispatch centers. Dispatch centers, where employees come to the site to be dispatched to other locations, are not allowed as home occupations.</i> 4. <i>Animal care or boarding. Animal care or boarding facilities (including animal hospitals, kennels, stables, and all other types of animal boarding and care facilities) are not allowed as home occupations.</i> 5. <i>Medical clinics, laboratories, research centers, urgent/emergency care, convalescent care, hospitals, facilities providing surgical and procedural diagnostic services, inpatient care, and similar medical facilities.</i> 6. <i>Funeral home.</i> 7. <i>Other uses determined by the zoning administrator to have a detrimental effect on the surrounding neighborhood.</i> 	
B. I acknowledge that no person who is not a resident on the premises shall be employed specifically in connection with the activity, except that not more than one assistant may be employed by the following home occupations: lawyer, realtor, salesman, and other similar professional occupations.	
C. I acknowledge that customers, clients, and patients shall visit the site of a home occupation only during the hours of 6:00 a.m. to 6:00 p.m. , and public access to the Home Occupation shall be provided by a separate exterior entrance that is not visible from the street right-of-way or from an adjacent lot.	



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<p>D. I acknowledge that no activities associated with the home occupation will take place outside the structure in which the home occupation is permitted.</p>	
<p>E. I acknowledge that there will be no visible evidence of the conduct of the home occupation when viewed from the street right-of-way or from an adjacent lot. Prohibited alterations include, but are not limited to, construction of parking lots, paving of required setbacks, or use of commercial lighting.</p>	
<p>F. I acknowledge that there will be no major mechanical equipment installed or used for domestic or professional purposes and neither the home occupation nor equipment used in conjunction with the home occupation will cause odor, vibration, excessive noise [as defined in Section 38.1 – Noise], electrical interference, or fluctuation in voltage that is perceptible beyond the lot line. I further acknowledge that no hazardous substances may be used or stored in conjunction with a home occupation.</p>	
<p>G. I acknowledge that I will not place or receive more than four deliveries or pickups of supplies or products associated the home occupation per week and these deliveries or pickups of supplies will be made only during the hours of 8:00 a.m. to 6:00 p.m.</p>	
<p>H. I acknowledge that no article, product, or service will be sold in connection with a home occupation, other than those produced on the premises.</p>	
<p>I. I acknowledge that the Home Occupation will not generate greater volumes of traffic than would normally be expected in a residential district and the total vehicle trips generated by the Home Occupation will not exceed 10 total trips per day (50% entering/50% exiting) during the typical weekday and weekend.</p>	
<p>J. I acknowledge that all parking associated with a Home Occupation will be provided off-street.</p>	
<p>K. I acknowledge that the portion of the principal or accessory structure that is utilized for the home occupation shall meet all applicable fire and building code requirements, as determined by the Chief Building Official or his/her designee, prior to the commencement of operations and at all times thereafter. <u>*Please note that concurrence from the Building Department is required for Permit Issuance*</u></p>	
<p>L. I acknowledge that the portion of the principal or accessory structure that is utilized for the home occupation shall meet all applicable tax, health department requirements, and zoning permit requirements prior to the commencement of operations and at all times thereafter.</p>	



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APPLICANT AUTHORIZATION

By signing below, (1) I hereby certify that the tract(s) or parcel(s) of land to which this request pertains is not restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity for which approval is sought, as provided in the South Carolina Code of Laws, Section 6-29-114; (2) if I am the lessee of this property, I have obtained permission from the property owner(s) to operate this home occupation; (3) hereby release, hold harmless, and indemnify forever Berkeley County, its employees, and agents, both individually and jointly, from any and all liability or responsibility for any foreseen or unforeseen damage, including, but not limited to, death, bodily injury, personal injury, and property damage, arising from the home occupation located at the above-referenced property by adjoining landowners, visitors and/or any user of the home, including, but not limited to, the public at large; AND (4) the information provided in this form is correct, I am the resident of the identified premises, and I agree to comply with all provisions of this form.

Printed Name of Applicant

Date

Signature of Applicant

Date

*****APPROVAL*****

Approval becomes void upon a violation of any provision contained herein or termination of the applicant's residency. The permission hereby granted is not transferable to any other resident, address, or other occupation.

ZONING ADMINISTRATOR (OR DESIGNEE): _____

DATE: _____

As part of this approval, were any other reasonable development and performance standards imposed by the Zoning Administrator as a means of ensuring land use compatibility?

Yes (Described Below/Attached as Needed) / No

BUILDING OFFICIAL (OR DESIGNEE): _____

DATE: _____