



# TOWN OF CHRISTIANSBURG

100 East Main Street  
Christiansburg, VA 24073  
Phone (540) 382-6120 Fax (540) 381-7238

## Home Occupation Application

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_ Date: \_\_\_\_\_

Proposed Home Occupation name (if any): \_\_\_\_\_

Address: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Property owner: \_\_\_\_\_ Property owner's address: \_\_\_\_\_

1) Provide a detailed description of the proposed home occupation (activities involved, materials and equipment used, methods of operation, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2) What type of product or service will be provided by the proposed home occupation? \_\_\_\_\_  
\_\_\_\_\_

3) How many persons will be engaged in the proposed home occupation? Please indicate if these persons live on-premises or off-premises of the home occupation. \_\_\_\_\_

4) Describe any possible alterations to the premises that might be required to facilitate the proposed home occupation. (Building permits required for any structural changes/additions). \_\_\_\_\_  
\_\_\_\_\_

5) Describe the area of the premises to be used by the proposed home occupation and the use. (for example: attached garage will be used to store supplies, den will contain a desk, computer, and filing cabinets).  
\_\_\_\_\_  
\_\_\_\_\_

6) Describe any mechanical, electrical, or other equipment that would be used by the proposed home occupation. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7) Describe how, where, and in what amounts materials, supplies, and/or equipment related to the proposed home occupation will be displayed or stored. \_\_\_\_\_  
\_\_\_\_\_

8) Will people come to the proposed site to obtain any product, view samples, attend instructional/informational classes, or otherwise utilize the site for business purposes? Yes / No  
If yes, please explain in detail (please include expected number, frequency, and hours)? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9) Will there be a sign for the proposed home occupation? (Signs are not allowed in the R-1 and R-1A districts; a wall-mounted 2-square foot sign may be allowed in the A, R-2, R-3, and R-MS districts only with Conditional Use Permit approval by Town Council and an approved sign permit.) Yes / No

10) Will there be any outside indication of a business in connection with the proposed home occupation? Yes / No If yes, please provide detail. \_\_\_\_\_

11) If trucks or other equipment will be used in the proposed home occupation, describe the vehicles and where would they be parked or stored? \_\_\_\_\_

12) Will the proposed home occupation involve pick-ups or deliveries by UPS, Federal Express, freight carriers, etc. to the proposed home occupation? Yes / No If yes, please provide detail (size of vehicle, number of axles, frequency, etc.). \_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\*  
I, the undersigned, understand and agree to the provisions of Chapter 30 "Zoning" of the Christiansburg Town Code regarding home occupations and understand that Conditional Use Permits are required for major home occupations.

Home Occupation Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner (if other than applicant): \_\_\_\_\_ Date: \_\_\_\_\_

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The home occupation was approved / disapproved by Town Council / Town Manager / Zoning Administrator contingent upon compliance with Town Code and all specified conditions being met.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Town Manager / Zoning Administrator