



Walton County Planning and Development Services

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DeFuniak Springs, Florida 32433
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HOME OCCUPATION PERMIT APPLICATION

Name of Proposed Operation: _____

APPLICANT

(Applicant must be a resident of the home where the home occupation is to be conducted)

Name: _____
Address: _____
City, State, Zip: _____
Telephone: _____ Fax: : _____ Email: _____

OWNER

(Submit proof of ownership)

Name: _____
Address: _____
City, State, Zip: _____
Telephone: _____ Fax: : _____ Email: _____

PROPERTY INFORMATION

Parcel Identification Number(s) (Obtain from Property Appraiser's Office): _____

Legal Description: _____

Driving Directions to Site from nearest major intersection: _____

Intended Home Occupation (Type of Business): _____

CODE LANGUAGE:

Walton County Comprehensive Plan:

Policy L-1.10.6: Within any residential area, a home occupation shall be allowed in a bona fide dwelling unit provided that the home occupation is clearly incidental and subordinate to the use of the property for residential purposes, does not change the outside appearance of the residential unit, does not occupy more than twenty-five (25) percent of the total floor area of the residence, does not result in an increase in expected traffic, and does not create interference to neighboring properties.

Walton County Land Development Code:

6.02.02. Home Occupations

A home occupation shall be allowed in a bona fide dwelling unit, subject to the following requirements:

- A. The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to its use for residential purposes by its occupants, and shall under no circumstances change the residential character of the structure.
- B. There shall be no change in the outside appearance of the building or premises, or other visible evidence of the conduct of such home occupation, other than one sign not exceeding two square feet in area.
- C. No home occupation shall occupy more than 25 percent of the total floor area of the residence.
- D. No traffic shall be generated by such occupation in greater volumes than would normally be expected in a residential neighborhood, and any need for parking generated by the conduct of such home occupation shall be met off the street.
- E. No equipment, tools, or process shall be used in such a home occupation which creates interference to neighboring properties due to noise, vibration, glare, fumes, odors, or electrical interference. In the case of electrical interference, no equipment or process shall be used which creates visual or audible interference in any radio, telephone, or television receivers off the premises or causes fluctuations in line voltage off the premises.
- F. A home occupation shall be subject to all applicable County licensing requirements, fees, and other business taxes.

REQUIRED SUBMITTALS: (2 Copies)

- A. Site plan showing with locations of all structures on-site with setbacks from property boundaries at a scale no greater than 1 inch = 50 feet. One parking space per 350 square feet to be used as the home occupation must be provided on-site. Parking cannot be provided offsite.
- B. A floor plan of the home showing dimensions of all rooms within the structure must be included. The area to be used as the home occupation should be shaded. Submit a statement of the gross square footage of the home and the gross square footage of the structure to be used as a home occupation. (The area to be used as the home occupation cannot exceed 25% of the gross square footage of the home).
- C. If food is being cooked / served / catered, the applicant must have a letter of approval from the *Walton County Environmental Health Office*; approval from the *Florida Department of Business Regulation in Panama City*; a letter from the *Walton County Building Official* that the structure meets the firewall rating requirements and code requirements for a commercial kitchen.
- D. If you own the home, please provide a copy of your deed. If the home is being leased/rented, submit a notarized letter from the owner giving the occupant permission to operate the home occupation on the premises.
- E. All services which would require state permits.
- F. One sign with a maximum of 1-foot x 2-foot square is permitted for a home occupation. *Attention! If you are applying for a home occupation permit, be advised that there may be deed restrictions or subdivision covenants that prohibit all commercial activities for your parcel. Deed restrictions and/or covenants which 1) pre-date county ordinances and 2) are stricter than county ordinances would supersede those county ordinances. Violations of deed covenants and restrictions are subject to Chapter 689.18 Florida Statutes and are punishable by law.*

