

Helpful Numbers:

Tennessee Department of Human Services:
Childcare Licensing Division—434-6915

Tennessee Department of Labor Standards:
Workers Comp. Division—224-2057

Tax Payer Services Information—1-800-342-1003
or 854-5321

Tennessee Department of Commerce and Insurance:
Board for Licensing Contractors
1-800-544-7693 or 625-741-8307
fax: 615-532-2868

Where Planning & Building Come Together

—Office Hours—
8:00AM to 5:00PM, M-F

Planning & Codes Department

(423) 323-6440 front desk
(423) 279-2886 fax machine

County Clerk's Office:
Business Tax Department
(423) 323-6428 front desk
(423) 279-2725 fax machine

Sullivan County, Tennessee - USA



HOME OCCUPATION REGULATIONS

*WHAT YOU NEED TO KNOW
BEFORE YOU LOCATE YOUR
BUSINESS IN YOUR HOME*

Remember: Obtaining a Business Tax Receipt does not guarantee zoning compliance. Please plan ahead, discuss your business plan with the Planning Director before paying county business tax. Not all home-based businesses are permitted in residential and agricultural zoning districts.

Sullivan County Planning & Codes Department
3411 Highway 126, Suite 30
Old Historic Courthouse
Blountville, TN 37617

Sullivan County Clerk's Office
1600 Blountville Boulevard
Blountville, TN 37617

To speed up your approval process,
download the form
[*Home-Occupation Application of Intent*](#)
off of our website:
www.sullivancountyttn.gov

(423) 323-6440—Planning & Codes Dept.
423) 323-6428— County Clerk's Office



Business in the home?

Within the unincorporated areas of Sullivan County, Tennessee, all property owners thinking about starting a business in one's home should call the Sullivan County Planning & Codes department at 323-6440 to learn about the residential zoning limitations for home-based businesses/offices.

A home occupation is considered by zoning definition: *an occupation or business activity which results in a product or service and which is conducted, in whole or in part, in the principal dwelling (home); is conducted by at least one (1) family member occupying the residence; and is clearly **subordinate** to the residential use of the dwelling and premises. Home occupations do not include garage sales, yard sales, Christmas bazaars, or home parties that are held for the purpose of the sale or distribution of goods or services; however, if such sales and/or parties are held more than six (6) times in any calendar year; or operate in excess of twenty-four cumulative days in a calendar year, such sales and/or parties shall be considered a business.*

General retail and services requiring customers coming to the home, shall first be reviewed by the Board of Zoning Appeals as a Special Exception to the Major Home Occupation standards to ensure preservation of the residential neighborhood and adherence to the purposes and intents of the Zoning Code.

HOME OCCUPATION CODE:

In all zones permitting residences, home occupations may be approved as **accessory uses** with the following:

Operators: Conducted by members of the family plus no more than 1 non-resident employee or assistant working in the home;

Hours of Operation: Open no earlier than 8AM and no later than 10PM.

Residential Exterior in Appearance: In no way shall the appearance of the structure be altered or the occupation, within the residence be conducted in a manner that would cause the premises to differ from its residential character either by use of colors, materials, construction, lights, signs, or the emission of noise or vibration.

Operating Restrictions: No equipment or process shall be used in any home that creates noise, vibration, glare, fumes, odors or electrical interference detectable to the normal senses off the lot. In the case of electrical interference, no equipment or processes shall be used which creates visual or audible interference in any radio or televisions off the lot.

Restriction of Wholesale/Retail Sales: There shall not be the business of selling stocks of merchandise, supplies or products, on premise, provided that orders previously made by telephone or at a sales party may be picked up and products or goods produced or fabricated on the premises as a result of the home occupation may be sold. However, direct sales of products produced off premises are not permitted.

Exterior Restrictions: No large vehicle storage or deliveries, except by UPS, USPS, FedEx or other in-town delivery vehicles, no outside storage of equipment, vehicles, or supplies outside of dwelling; no exterior display of products, no hazardous materials shall be used or stored on the property, in conjunction with the home-occupation.

Parking: A parking plan shall be required for any home-occupation. Such parking plan shall demonstrate that adequate off-street parking can be provided on the premises and that any added parking would not detract from the visual residential appearance or adversely impact neighbors.