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**Application  
 BED & BREAKFAST**

APPROVED BY: \_\_\_\_\_ PERMIT NO.: \_\_\_\_\_ DATE: \_\_\_\_\_

**NOTE:**

- Only one (1) person other than members of the family residing on the premises shall be engaged in such occupation.
- There shall be no change in the outside appearance of the building.
- No off-street parking required.
- No permit shall be issued to a new bed and breakfast if there is a bed and breakfast within one square block or within one numerical block.
- A privilege license is required (contact: City of Wilmington, Collection Department, 305 Chestnut Street, 910-343-3670).
- Attached is Section 18-289 Home Occupation from the City of Wilmington Ordinance

Please type or print

1) APPLICANT NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 TELEPHONE NUMBER: \_\_\_\_\_

2) ARE YOU THE PROPERTY OWNER? YES \_\_\_\_\_ NO\* \_\_\_\_\_  
*\*If you are not the owner of the property please attach a letter of permission.*

3) TOTAL SQUARE FOOTAGE OF PRINCIPAL DWELLING: \_\_\_\_\_  
*\*Please attach a floor plan with room dimensions and square footage (principal structure must have at least 2,500 sf).*

4) TOTAL NUMBERS OF GUEST ROOMS: \_\_\_\_\_  
*\* Maximum number allowed is three (3) rooms.*

5) ESTIMATED NUMBER OF GUESTS: \_\_\_\_\_  
 OFF-STREET PARKING: YES: \_\_\_\_\_ NO \_\_\_\_\_  
 LOCATION OF OFF-STREET PARKING: \_\_\_\_\_

6) ADDITIONAL INFORMATION: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

7) SIGN PERMIT: \_\_\_\_\_  
*\*ONE SIGN NOT TO EXCEED 2-1/4 SF, NONILLUMINATED AND MOUNTED FLAT AGAINST THE WALL. MUST SUBMIT SIGN PERMIT ALONG WITH APPLICATION.*

### Sec. 18-289. Home occupation

Home occupations are permitted, provided:

- (a) Only one (1) person other than members of the family residing on the premises shall be engaged in such occupation;
- (b) 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; up to twenty-five (25) percent of the floor area of the dwelling unit, but in no case more than four hundred (400) square feet, may be used in the conduct of the home occupation. This restriction does not apply to the bed and breakfast use (see subsection (m) below).
- (c) 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 (1) sign, not exceeding two and one-fourth (2 1/4) square feet in area, non-illuminated and mounted flat against the wall of the principal building. (For bed and breakfast regulations, see Secs. 18-574(e) and 577(f), Article 12 of this chapter.)
- (d) With the exception of bed and breakfast uses, no home occupation shall be conducted in any accessory building;
- (e) No traffic shall be generated by such home 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 and other than in any required yard. Vehicles used primarily as passenger vehicles including pickup trucks and step-type vans only shall be permitted in connection with the conduct of the customary home occupation. The home occupation shall not cause the elimination of required off-street parking; (For bed and breakfast regulations, see (n) below.)
- (f) No equipment or process shall be used in such home occupation which creates noise, vibration, glare, fumes or electrical interference detectable to the normal senses off the lot, if the occupation is conducted in a single-family housing unit, or outside the housing unit if conducted in other than a single-family housing unit. In the case of electrical interference, no equipment or process shall be used which creates visual or audible interference in any radio or television receivers off the premises, or causes fluctuations in line voltage off the premises. For bed and breakfast establishments, no cooking facilities are permitted in the individual guest rooms.
- (g) No display of products shall be visible from the street. The selling or manufacturing of merchandise, except baking, sewing and/or home crafts normally made in the home, is prohibited and therefore cannot be the function of the home occupation;
- (h) Instruction in music, dancing or tutoring of academic subjects shall be limited to four (4) students at a time;
- (i) No entrance or exit way shall be specifically provided in the dwelling or on the premises for the conduct of the home occupation.
- (j) No more than one (1) home occupation shall be permitted within any single dwelling unit.
- (k) *Bed and Breakfast:* In addition to the above applicable provisions, the following shall apply:
  - (1) Bed and breakfast uses are permitted in the Historic District, Historic District-Mixed Use, Historic District Residential, R-7, Residential District, Historic District Residential Overlays, and R-5, Residential District Hemingway Redevelopment Area Only (defined as that area bounded by the CSX Railroad, Third Street, Princess Street, and North Thirteenth Street)] in principal structures containing two thousand five hundred (2,500) or more square feet of gross floor area or in accessory buildings which comply with the provisions of Sec. 18-247.