

# Greenville County

Greenville County Square  
301 University Ridge, Suite 4100, Greenville SC 29601-3686  
Phone (864) 467-7425 Fax (864) 467-7422

## HOME CHILD CARE APPLICATION

Proposed Business Name: \_\_\_\_\_ Phone \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_ Phone \_\_\_\_\_

**If you are not the property owner**, you must provide Greenville County a letter from the landlord/legal owner giving you permission to have the business at the specified location.

Exact Address of Property: \_\_\_\_\_

Lot No: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

PIN/Tax Map No: \_\_\_\_\_

Email: \_\_\_\_\_

Proposed Use: \_\_\_\_\_

**FILING FEE: \$15.00 - make check payable to Greenville County**

IF THE PROPERTY IS IN A ZONED AREA OF THE COUNTY, **ZONING WILL BE VERIFIED AND ALL REQUIREMENTS MUST COMPLY WITH THE ZONING ORDINANCE.**

The applicant hereby certifies and agrees as follows: 1) That he/she is authorized to make this application; 2) That he/she has read the above information and it is true and correct; 3) That he/she will comply with all County of Greenville ordinances, laws and regulations, all State and Federal Laws and regulations regulating the use of land and structures; 4) That he/she will perform only the work outlined above at the property indicated above; 5) That he/she grants the right of entry to the property to the Building Official or employees of the County of Greenville for the purpose of inspections, and posting of notices. If any of the information supplied by the owner and/or owner's agent is incorrect, the Letter of Approval may be revoked.

Approval at this review does not constitute building permit/site plan approval, certificate of occupancy, Fire Department approval, etc. Prior to any land disturbing activities or construction, all applicable grading, encroachment, and building permits must be obtained from Greenville County, SCDHS, SCDOT, SCDHEC and other entities as necessary.

Any information and documents submitted to the County of Greenville, for the purpose of Construction Document review and approval, becomes subject to the South Carolina Freedom of Information Act (SC Code of Laws, 1976 as amended, Title 30, Chapter 4) and may be subject to public inspection and review.

DATE: \_\_\_\_\_ BY OWNER OR AUTHORIZED AGENT: \_\_\_\_\_

DATE: \_\_\_\_\_ APPROVAL OF ZONING OFFICIAL: \_\_\_\_\_

**Zoning Classification:** \_\_\_\_\_

NOTES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Greenville County Zoning Ordinance, Table 6.1, Uses Permitted,  
Uses by Special Exception and Conditional Uses**

**(13) Home Occupation**

Occupations, professions, or trades customarily carried on by occupants of dwelling units as secondary uses which are clearly incidental to use of dwelling units for residential purposes are allowed as accessory uses in districts where dwelling units are permitted or permissible, subject to the following conditions:

- A. Not more than one person who is not a member of the applicant's immediate family and who is not a resident in the applicant's home may be employed.
- B. Home occupations shall be conducted only within principal structures.
- C. An area equal to not more than 25 percent of the floor area of the principal structure may be utilized for home occupational purposes.
- D. The occupation shall not involve the retail sale of merchandise manufactured off the premises except for products related directly to the service performed such as beauty products.
- E. No display of merchandise shall be visible from the street.
- F. No outdoor storage shall be allowed in connection with any home occupation.
- G. No alteration of the residential character of the premises may be made.
- H. The occupation shall not be a nuisance or cause any undue disturbance in the neighborhood.
- I. No sign shall be permitted except one non-illuminated nameplate not more than 2 square feet (i.e. 1' x 2') in area mounted flat against the wall of the principal building in which the occupation is conducted.

Off-street parking shall be provided in accordance with the provisions set forth in Table 12.1, Off-street Parking Requirements.

Initials: \_\_\_\_\_

Date: \_\_\_\_\_

## Greenville County Zoning Ordinance, Table 6.1, Uses Permitted, Uses by Special Exception and Conditional Uses

The following home occupations shall be permitted. The Board of Zoning Appeals in accordance with the provisions of Article 3 and the aforementioned requirements may permit other home occupations.

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| <b>Barber / Beautician</b>   |
| <b>Child day care home</b>   |
| <b>Home-based food production operations (as covered under Section 44-1-143 of the State of South Carolina Code of Laws, commonly known as the Cottage Food Law)</b> |
| <b>Instruction and Tutoring, such as</b>   |
| Academic Tutor   |
| Music Teacher  |
| Dance Instructor   |
| <b>Internet retail sales</b>   |
| <b>Locksmith</b>   |
| <b>Manufacturer's representative</b>   |
| <b>Notary (Public)</b>   |
| <b>Photographer</b>  |
| <b>Professional Consultant, such as</b>  |
| Accountant and bookkeeper  |
| Attorney   |
| Insurance agent  |
| Information technology professional  |
| <b>Residence as business mailing address</b>   |
| <b>Secretarial Service</b>   |
| <b>Tailoring</b>   |

**Day Care Home** - A residential home that serves as a personal care facility for 5 or less persons. Only those residing in the home may be involved in the day-to-day operation of the adult / childcare home. (*Personal care service* – The care of persons who do not require chronic or convalescent medical or nursing care. Personal care involves responsibility for the safety of the persons while at the home.)

Proposed Business Name: \_\_\_\_\_

Home Occupation Type: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_