



**VILLAGE OF ALGONQUIN**  
**COMMUNITY DEVELOPMENT**  
 2200 Harnish Drive – Algonquin, IL 60102  
 PHONE 847-658-2700 x 1003 / FAX 847-658-2631  
 EMAIL PERMITS@ALGONQUIN.ORG  
**HOME BUSINESS REGISTRATION**

APPLICATION NUMBER \_\_\_\_\_

**Examination of the structure is required by the Community Development Department to determine compliance with zoning and life safety requirements. After the approval, we will send the certificate of Home Business Registration to your email or mail.**

Business Name: \_\_\_\_\_ IBT# \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Type: \_\_\_\_\_

Business Owner Name: \_\_\_\_\_

Business Owner Phone: \_\_\_\_\_ Business Owner E-mail: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_

Property Owner Address: \_\_\_\_\_

Property Owner Phone: \_\_\_\_\_

No. of Employees Not Full Time Residents: \_\_\_\_\_

Number and Type of Vehicles Assoc. with Business: \_\_\_\_\_

Does your business require parking space for multiple customers?                      No                      Yes

Type of Materials Stored: \_\_\_\_\_

Location and Size of Storage Area: \_\_\_\_\_

Equipment Associated with Business: \_\_\_\_\_

Signature: \_\_\_\_\_ Property Owner      Tenant      Date: \_\_\_\_\_

I Have Received a Copy of the Regulations For a Home Occupation:                      YES                      NO

\*\*\*\*\*  
 FOR OFFICE USE

Application Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_

**Section 21.8**  
**HOME OCCUPATIONS**

**A. PURPOSE.** The conduct of business or commercial activity in dwelling units may be permitted under the provisions of this Section. It is the intent of this Section to:

1. Ensure the compatibility of home occupations with other uses permitted in residential zoning districts;
2. Maintain and preserve the character of residential neighborhoods;
3. Promote the efficient use of public services and facilities by assuring that services are provided to the residential population for which they were planned and constructed rather than provided to commercial uses; and
4. Prevent the generation of vehicular or pedestrian traffic in greater volumes than would normally be expected in a residential neighborhood.

**B. REQUIREMENTS.** Home occupations shall be a permitted use in all residential zoning districts, subject, however, to the following regulations:

1. **Incidental Use.** The use for the home occupation must be clearly incidental and secondary to the use of the dwelling unit as a residence. The Village's standard in this regard is that the home occupation should not ordinarily exceed 25 percent of the floor area of the dwelling unit.
2. **No Exterior Evidence.** There shall be no activity, structure, sign, or other exterior evidence that the dwelling unit is being used for any nonresidential purpose in order to conduct the home occupation.
3. **Employees.** No more than one person who is not a full-time resident of the dwelling unit shall be working at the home occupation dwelling unit at any one time. An off-street parking place shall be provided while the employee is on the premises.
4. **Origin of Goods.** Goods that are the subject of the home occupation may be fabricated or produced on the premises, as well as manufactured elsewhere (also known as "stock-in-trade"), subject, however, to further regulations herein.
5. **Displays.** No article or stock-in-trade shall be displayed so it is visible from the exterior of the dwelling unit.
6. **Limits on Deliveries.** No deliveries of raw materials, goods, supplies, or merchandise to the dwelling unit related to the home occupation shall be permitted by vehicles with a gross vehicle weight greater than 10,000 pounds.
7. **Customer Sales and Pick-Up.** Direct sales of products or services from the dwelling unit are prohibited, but a person may pick up an order placed earlier.
8. **Signage.** No sign may be used to identify the home occupation.

9. **Equipment.** No mechanical or electrical equipment shall be installed or maintained other than what is customarily incidental to a dwelling unit. No mechanical or electrical equipment shall be operated that interferes with the use and enjoyment of neighboring properties or indicates that the structure is being used for a non-residential purpose.
10. **Parking.** The conduct of the home occupation shall not require more vehicle parking space than exists on the residential drive on the property, or on assigned parking spaces servicing the dwelling unit. The conduct of the home occupation shall not reduce or render unusable any areas provided for required off-street parking, or prevent the number of vehicles intended to be parked in a garage from doing so. If a greater restriction on parking is imposed by any private covenants or homeowners' association declarations, then such covenants or declarations shall govern.
11. **Vehicle Use.** Parking and use of trucks or other vehicles associated with a home occupation, whether on private or public property, shall conform with regulations concerning parking and use of commercial vehicles in residential areas as delineated in this Chapter, the Code, or any other Village ordinance, including the establishment of load limits upon the streets of the Village. There shall be a limit of one vehicle that is associated with the home occupation. Vehicles used in a home occupation shall not have a higher class than "B" license plates and shall not exceed a gross vehicle weight of 8,000 pounds if parked at home.
12. **Nuisances Prohibited.** Home occupations shall not be operated in such a manner as to create or cause a nuisance. Examples of nuisances include, but are not limited to, the following:
  - a. Noise in excess of normal daily activity for a residential area, measured at the lot line of the premises, or exterior to party walls in attached single-family or multi-family dwelling units.
  - b. The emission of odorous matter, vibrations, smoke, dust, heat, or glare in such quantities as to be readily detectable at any point along lot lines, or exterior to party walls in attached single-family or multi-family dwelling units.
  - c. The creation of aesthetic problems or health hazards in the storing or disposing of refuse or waste materials emanating from the activity.
  - d. The creation of hazards that would or could endanger the dwelling unit or its occupants, or other structures, or their occupants, by reason of additional fire, health, safety, or environmental hazards.
13. **Health and Safety Requirements.** The person(s) engaging in the home occupation shall comply with all applicable regulations of the Community Development Department, Police Department, fire protection district, and other applicable agencies, including the right of inspection.
14. **Accessory Structures and Garages.** Accessory buildings or garages (attached or

detached) shall not be used exclusively or predominantly for a home occupation.

15. **Exterior Storage Prohibited.** There shall be no exterior storage of materials or products for a home occupation on the premises.
16. **Animal Care Services Prohibited.** Home occupations shall not involve the keeping or care of animals, birds, or reptiles on site. Incidental care of limited duration for a pet of a friend or neighbor shall not be deemed a home occupation.
17. **Human Care Services Limited.** Home occupations that involve human care services shall be limited to the keeping or care of humans for babysitting and day care services (subject, however, to the Illinois Compiled Statutes), and a limit of one station for beauty or hair care.
18. **Certain Home Occupations Prohibited.** Examples of occupations deemed to be prohibited home occupations include, but are not limited to, the sale of firearms, explosives or ammunition, gunsmith services, clinics, doctors' or dentists' offices, hospitals, restaurants or cafes of any type, boarding houses, animal hospitals, shelters, kennels, livery services, the repair and/or servicing of vehicles, salvage or recycling, tattooing, piercing, or massage therapy. A medical professional may use their dwelling unit for emergency consultation or treatment, but not for the general practice of their profession.