



Village of Channahon  
24555 S. Navajo Drive  
Channahon, IL 60410  
815-467-6644 Fax 815-467-9774

## HOME OCCUPATION PROCEDURE

- Completed application must be received **30 days prior** to the anticipated opening date or date due for renewal.
- Proof of County Health Department inspection, if applicable.
- Development Department will check if zoning is appropriate for proposed home occupation.
- No Home Occupation shall operate until approval of Village license is received. Any Home Occupation in operation without a license will be closed until proper license is obtained.
- All licenses shall be renewed annually.

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- *Please note that there are specifications that must be followed, for all Home Occupations in regards to signs. The Building Department will be able to answer any questions regarding signs, both temporary and permanent.*
  - *Per Ordinance No. 1420, Failure to provide a complete written application prior to renewal shall result in a penalty of \$10 per day-first five days; \$20 per day – second five days; \$30 per day third five days. After 15 days noncompliance will result in loss of license.*
  - *Please review he attached, Ordinance 156.029 for specifications regarding Home Occupations.*

# HOME OCCUPATION REGISTRATION

Village of Channahon  
 24555 S. Navajo Drive  
 Channahon, IL 60410-3334  
 815-467-6644 Fax 815-467-9774  
[www.channahon.org](http://www.channahon.org)



**Renewal 1 year from issuance**

Select one:	<input type="checkbox"/> New Business	<input type="checkbox"/> Renewal
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Date of Application \_\_\_\_\_ Date Established in Channahon \_\_\_\_\_

Name of Home Occupation \_\_\_\_\_

Channahon Location \_\_\_\_\_

Location Phone \_\_\_\_\_ Emergency Phone \_\_\_\_\_

Fax Number \_\_\_\_\_ Website \_\_\_\_\_

E-mail Address \_\_\_\_\_

Complete Mailing Address \_\_\_\_\_

Product or Services Offered \_\_\_\_\_

*If Mobile Business:*

Vehicle Make/Model/Year \_\_\_\_\_ License Plate Number \_\_\_\_\_

Business Hours	Start	Close
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Federal Employee Identification No. _____
Department of Revenue Tax No. _____
Number of Employees: _____ Full      _____ Part Time

Will any of the following types of services be provided by your home occupation?

- Storage of flammable materials on property other than cleaning products. If yes, please provide separate detailed list.
- Hair salons, nail salons, barber, cosmetologist, technicians braiding esthetician etc. If yes, provide a list of active license numbers to practice in the State of Illinois.
- Serving of food prepared on premises, or the dispensing of food. If yes, a copy of the County Health Department permit must be submitted before a license will be issued.



**TITLE XV: LAND USAGE**

**Chapter 156: ZONING REGULATIONS**

**GENERAL REGULATIONS**

**§ 156.029 HOME OCCUPATIONS.**

(A) Home occupations when permitted in each district shall be subject to the following restrictions and regulations:

(1) The area of the dwelling utilized for the house shall be no more than 25% of the total floor area of the dwelling or 400 square feet, whichever is less.

(2) The home occupation shall be conducted within the dwelling unit and not from a detached or attached garage or other accessory structure. Equipment, materials, samples and vehicles incidental to the home occupation may be stored in a detached or attached garage or other accessory structure so long as the business activity is limited to the dwelling.

(3) Not more than one person other than members of the immediate family residing in the dwelling shall be employed on the premises.

(4) The home occupation shall not involve the sale of goods which are stored and delivered to the buyer on the zoning lot, except as incidental to a permitted service. The term "sale of goods" as used herein does not include the sale of household goods in what is commonly known as a garage sale, so long as the sales last for a period no longer than four consecutive days and are held no more than four times in any calendar year.

(5) There shall be no exterior display or sign, except for a single sign which satisfies the following criteria:

(a) The sign shall not be freestanding. The sign shall be mounted flush against the wall of the principal building, with no part of the sign extending beyond the roof line.

(b) The sign face area shall be no more than four square feet.

(c) The sign content shall be limited to the name, address, phone number, occupation, or any combination thereof, of the resident.

(d) The sign shall not be illuminated by its own source of artificial light, either within the sign or outside of the perimeter of the sign face, other than those lights incidental to the residential use of the premises.

(6) There shall be no outdoor storage of equipment or materials used in connection with the home occupation.

(7) There shall be no mechanical equipment which emits an odor, noise, radio interference or other nuisance which is discernible at the property line.

(8) The home occupation shall not require or permit the regular receipt or delivery of merchandise, goods or equipment by any motor vehicle bearing a Division of Motor Vehicles License Class "C" or higher.

(9) The home occupation shall not result in the simultaneous presence on the zoning lot and the adjoining street of more than three motor vehicles in excess of the number of vehicles attributable to the residential use of the premises.

(10) No home occupation by its nature or conduct shall generate undue traffic in excess of that normally expected in and consistent with the character of a residential neighborhood.

(11) In the event that more than one home occupation is conducted within the dwelling, the conditions established by his section shall apply to the sum total of the activity related to the home occupations.

(B) Prohibited home occupations. Permitted home occupations shall not in any event be deemed to include the following:

- (1) Animal hospitals.
- (2) Clinics or hospitals.
- (3) Dancing schools, except as permitted above.
- (4) Mortuaries.
- (5) Nursery schools.
- (6) Certified Shorthand Reporters.
- (7) Renting of trailers.
- (8) Repair shops or service establishments, except the repair of small electrical appliances, typewriters, cameras, personal computers or other similar small items.
- (9) Restaurants.
- (10) Stables or kennels.
- (11) Tourist homes or bed and breakfasts.
- (12) Any activity requiring the storage, transfer or sale of hazardous or illegal materials or substances.

**(Ord. 819, passed 10-3-94)**

**I, do hereby certify that I have read and will comply with the requirements of: Title XV: Land Usage Chapter 156: Zoning Regulations § 156.029 Home Occupations and will maintain those requirements throughout the duration of the license.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name Title Date

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