



## Home Occupation Statement

Answer the questions listed below to provide staff with the information necessary to evaluate the conformance of your proposed business to the Home Occupation requirements listed in the attached affidavit.

1. Business Name: \_\_\_\_\_
2. Business Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Day \_\_\_\_\_ Night
3. Fully describe the proposed home occupation: \_\_\_\_\_  
\_\_\_\_\_
4. Identify the hours of operation: \_\_\_\_\_
5. List the general activities which will occur at the above listed address: \_\_\_\_\_  
\_\_\_\_\_
6. List any items related to the proposed business which will be stored at the listed address including equipment, vehicles and material(s): \_\_\_\_\_  
\_\_\_\_\_
7. Identify any machinery to be operated from the premise in conjunction with proposed business: \_\_\_\_\_  
\_\_\_\_\_
8. Will you receive customers, clients or commercial deliveries at the above listed address? If yes, explain the number of deliveries and the number of clients per hour: \_\_\_\_\_  
\_\_\_\_\_
9. Identify the number of employees (excluding household members) to be employed in your business: \_\_\_\_\_  
Will any employees report directly to the listed address? If yes, explain: \_\_\_\_\_  
\_\_\_\_\_
10. Are there any existing or planned building alterations or building additions associated with the Home Occupation? If yes, explain: \_\_\_\_\_  
\_\_\_\_\_

I hereby certify that the above information is true and correct.

**Signature Required** \_\_\_\_\_

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

**Please carefully read the following Home Occupation requirements before signing.**



## Home Occupation Limitations

### Section 14-3 Home Occupations

A home occupation is an accessory use of the primary dwelling unit permitted either by-right or by conditional use permit. Home occupations are generally conducted and located such that the average neighbor, under normal circumstances, would not be aware of their existence. The standards set forth in this section of the City of Peoria Zoning Ordinance are intended to ensure compatibility of the home occupation use with the residential character of the neighborhood. The proposed use shall be clearly accessory or incidental to the residential use of the main building to qualify as a home occupation use under this section.

**(Please initial at each statement indicating that you have read and understand each of the above requirements.)**

- A. A Home Occupation where permitted, except for Day Care Group Homes, shall be considered a permitted accessory use when it complies with the following regulations.
1. No changes shall be made which alter the residential appearance of the building. This shall include alterations or additions to the existing building(s) and construction of parking areas or garages in excess of what is common to the surrounding area.  
\_\_\_\_\_
  2. No signs shall be allowed advertising a Home Occupation.  
\_\_\_\_\_
  3. Home Occupations shall not have exterior display, exterior storage of materials or equipment or other exterior indication of the Home Occupation.  
\_\_\_\_\_
  4. The Home Occupation shall not be discernable from beyond the premises, particularly emissions of noise, light, dust, gas, vibration, odor or smoke.  
\_\_\_\_\_
  5. The Home Occupation shall not involve more than one (1) business caller or visitor at a time and not more than two visitors per hour, nor commercial deliveries or outside services beyond those normal and incidental to the residential uses in the district.  
\_\_\_\_\_
  6. The Home Occupation shall be conducted by a resident or residents of the dwelling unit only. No outside employees shall be employed at the site, and not more than one employee may report to the site for off-site employment.  
\_\_\_\_\_
  7. No unusual load shall be placed on power, sewer, water or other utilities as a result of the Home Occupation use.  
\_\_\_\_\_
  8. External activity resulting from the Home Occupation shall be limited to the hours between 7:00 a.m. and 10:00 p.m.  
\_\_\_\_\_
  9. No more than two (2) commercial vehicles may be parked on the Home Occupation site for personal use, except as provided by the City Code and no storage of commercial vehicles shall be allowed.  
\_\_\_\_\_
  10. All Home Occupations shall be subject to the standards contained herein and shall be approved by the City prior to the initiation of any business activity.  
\_\_\_\_\_
  11. A valid sales tax and/or business license shall be obtained for the Home Occupation use.  
\_\_\_\_\_

I hereby certify that I have read and understood the above regulations concerning Home Occupations. I agree to comply with them. Further, it is my understanding that failure to comply with the above regulations or complaints received from local residents may cause my license to be revoked.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date