



**TOWN OF IRONDEQUOIT**  
DEPARTMENT OF COMMUNITY DEVELOPMENT  
1280 TITUS AVE.  
ROCHESTER, NY 14617  
Phone: (585) 336-6015 Fax: (585) 467-4953  
www.irondequoit.org

## HOME OCCUPATION APPLICATION FORM

Applicant's Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Describe in detail the Home Occupation to be conducted:

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Per Town of Irondequoit Municipal code Section 235-8.F. permitted home occupations include: (1) General office, business and professional services (computer services, doctors, counselors, bookkeeping etc.); (2) Studios/workspaces for handicraft production, fine arts, cooking etc.); (3) Direct sale product distribution (Avon, Tupperware etc.); (4) Individual instruction (music lessons, etc.) (5) Uses similar to the above.

In addition to completing and signing this Home Occupation Form please also provide the following:

\_\_\_ A simply floor plan of your house labeled with areas of use and indicate areas and square footage of where the home occupation will occur, including storage space used for the occupation.

\_\_\_ A survey map of the property indicating parking areas on the property.

\_\_\_ If resident is renting dwelling then written approval from owner of the property. Rental Registry must be on file for the property.

**A Home Occupation must comply with all of the following standards. Please CHECK all that apply to your proposed home occupation. NOTE: if you cannot comply with all items, your application will not be approved.**

**Appearance of Residence:**

The home occupation will be conducted only in the main dwelling unit (not garage or accessory structure).

Home Occupation activities will occupy no more than 25% of the total gross floor area of the main dwelling unit.

No signage shall be displayed on the property for the Home Occupation.

No products and or equipment produced or used by the home occupation will be displayed in such a manner as to be visible from outside the dwelling unit.

No products or equipment will be stored outside.

Home occupation activities will occupy no more than 25 percent of the gross floor area.

No hazardous materials will be used (including noxious, combustible, corrosive, flammable, explosive, radioactive) beyond those normally incidental to residential use.

The home occupation will not require trash or recyclables pick-up in excess of what is normally required for a single residential dwelling unit.

**Employees and Clients:**

Other than residents of the dwelling unit where the home occupation is located, there will be no more than one (1) employee at the home occupation site at any given time.

No more than two (2) clients per hour will visit the home occupation site.

All client visits will occur only between 8:00 AM and 6:00 PM, Monday through Saturday.

**Vehicles, Parking and Traffic:**

All parking associated with the home occupation will be in the driveway where the home occupation is located.

There will no parking associated with the home occupation in the yard or street.

There will no shared parking associated with the home occupation.

There will no servicing by trucks with three (3) axles or more.

All servicing by trucks, such as UPS, or other vehicles will occur only between 8:00 AM and 6:00 PM, Monday through Saturday, and not exceed the rate of six (6) per day.

There will be no servicing by trucks with three (3) axles or more.

**Prohibited Home Occupation Uses:**

I am not proposing any of the following as a home occupation:

\_\_\_ Any activity that produces radio or TV interference, or offensive noise, odor, vibrations, smoke, fumes, heat or dust detectable to normal sensory perception beyond the premises.

\_\_\_ Any activity involving on-site retail sales, excepts the sale of items that are incidental to a permitted home occupation. For example, the sale of lesson books or sheet music from music teachers, art or craft supplies from arts or crafts instructors, computer software from computer consultants, and similar incidental items.

\_\_\_ Any of the following uses: firewood sales; stocking firearms sales; clinic; hospital; funeral home; restaurant; motel, hotel, rooming house, kennels, animal hospital, mortuary; personal service shop (spa, dance, aerobic exercise, martial are studio etc.) repair, storage and/or painting of motorized vehicles or boats; welding shop; large appliance repair; place of amusement; public storage facility; and any use similar to the above.

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1, \_\_\_\_\_, hereby swear that all the information provided above and attached, is truthful and I am, to the best of my knowledge, in full compliance with all applicable regulations in the Irondequoit Town Code, and will apply for and obtain any other permits required (state, county or town) for my home occupation.

Applicant's Signature: \_\_\_\_\_

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

Inspected by  
Fire Marshal: \_\_\_\_\_

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

Approved by  
Director of Development Services: \_\_\_\_\_

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

Application Fee Paid: \_\_\_\_\_