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, doc-
tors, 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 occupa-
tion.

___ 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% 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.

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: _______________________________________________________