



Village of Round Lake Community Development

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HOME OCCUPATION LICENSE FAQ

DO I NEED A HOME OCCUPATION LICENSE IN ROUND LAKE?

All businesses, including home-based businesses, located within the Village of Round Lake must maintain a current Business License or Business Certificate.

- A Business License is required by the Village Code to conduct most types of businesses;
- A Business Certificate is required if your business is regulated by the State of Illinois.

I am thinking of starting a new business in Round Lake. Do I need to submit everything on the Submittal Checklist to determine if my idea is even possible?

No, please complete the Zoning Compliance form and return to Community Development. Staff will review for zoning and land use regulations and contact you with the next steps.

Where can I pick up an application?

Applications are available in the Community Development Department, located at Village Hall. Applications are also available online through the Village's website. Simply click on "Business", "Home Occupation" and you will find the Application under Forms and Guides.

How long will the License/ Certificate process take?

Expect the process to take 5-10 business days, provided that the application was complete at the time of submission.

GENERAL GUIDELINES

- No sign shall advertise the presence or conduct of a home occupation.
- There shall be no manufacturing or processing of any sort.
- The home occupation shall be conducted entirely within the principal residential building or in a private garage accessory thereto.
- The Home Occupation shall not utilize more than twenty-five percent (25%) of the gross floor area of the dwelling unit.
- No outdoor storage of any kind is permitted.
- No noise, odor, dust, vibration, smoke, glare, television/radio/electrical interference, fire or other hazard shall be emitted from the dwelling.

For more information, contact the Community Development Department.