



**Village of Round Lake**  
**Community Development**  
442 North Cedar Lake Road, Round Lake, IL 60073  
847-546-5400 fax 847-546-1872  
www.eroundlake.com

**HOME OCCUPATION LICENSE APPLICATION**

NEW LICENSE

RENEWAL LICENSE

**BUSINESS OWNER INFORMATION**

NAME:

ADDRESS:

CITY:

STATE:

ZIP:

PHONE:

FAX:

EMAIL ADDRESS:

**PROPERTY INFORMATION**

SIZE OF PRINCIPAL STRUCTURE (SQ FT):

SIZE OF PROERTY (SQ FT OR ACRES):

FLOOR AREA WHERE HOME OCCUPATION ACTIVITIES MAY OCCUR (SQ FT):

**BUSINESS DESCRIPTION**

BUSINESS NAME:

FEIN:

IL BUSINESS TAX NUMBER (IBT):

**DESCRIPTION OF PROPOSED BUSINESS ACTIVITIES/OPERATIONS:**

**TYPE OF BUSINESS ENTITY**

CORPORATION

LIMITED LIABILITY COMPANY

PARTNERSHIP

SOLE PROPRIETOR

NON FOR PROFIT

OTHER:

**HOURS OF OPERATION, WITHIN:**

PRINCIPAL BUILDING:

ACCESSORY STRUCTURE:

OUTDOORS:

**DESCRIPTION OF VEHICLES ONSITE PERTAINING TO THE BUSINESS (INCLUDE LICENSE PLATE CLASS):**

**PLEASE READ EACH RESTRICTION BELOW AND INITIAL**

1. No person who is not a member of the immediate family occupying such dwelling unit shall be employed in connection with the occupation. \_\_\_\_\_
2. There shall be no manufacturing or processing of any sort. \_\_\_\_\_
3. No sign shall advertise the presence or conduct of a home occupation. \_\_\_\_\_
4. No wholesale, jobbing or retail business shall be permitted unless it is conducted entirely by mail or telephone and does not involve the receipt, sale, shipment, delivery or storage of merchandise on or from the premises; provided, however, that articles produced by members of the immediate family residing on the premises may be sold from and stored upon the premises. \_\_\_\_\_
5. There shall be no alternation of the building which changes the character thereof as a dwelling. \_\_\_\_\_
6. No more than twenty-five (25) percent of the area of one story of a single-family dwelling not more than twenty (20) percent of the area of any other dwelling unit, shall be devoted to the home occupation. \_\_\_\_\_
7. No mechanical or electrical equipment may be used except such types as are customary for purely domestic, household or hobby purposes. \_\_\_\_\_
8. There shall be no storage outside a principal building or accessory structure of equipment or materials used in the home occupation. \_\_\_\_\_
9. The home occupation shall be conducted entirely within the principal residential building or in a private garage accessory thereto. \_\_\_\_\_

I ATTEST THAT THE INFORMATION PROVIDED ACCURATELY REFLECTS THE OPERATIONAL ACTIVITIES PLANNED TO BE ASSOCIATED WITH THIS HOME OCCUPATION AT THIS LOCATION. I ALSO UNDERSTAND THAT IF THE OPERATIONAL ACTIVITIES FOR THIS HOME OCCUPATION ARE TO CHANGE FROM THOSE NOTED IN THIS APPLICATION, THAT A NEW APPLICATION MUST BE COMPLETED AND FILED WITH THE VILLAGE. I FURTHER UNDERSTAND THAT IF THE HOME OCCUPATION IS NOT OPERATED CONSISTENT WITH THE INFORMATION CONTAINED IN THIS APPLICATION FORM OR IF THE OPERATIONS BECOME A NUISANCE TO ADJOINING PROPERTY OWNERS AND NEIGHBORS THEN THE HOME OCCUPATION WILL NOT BE ALLOWED TO CONTINUE AND WILL BE REQUIRED TO CEASE OPERATIONS AND MAY BE SUBJECT TO ANY FINES OR OTHER LEGAL REMEDIES FOR ZONING NON-COMPLIANCE.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

**FOR OFFICE USE**

APPROVALS		FEES
<input type="checkbox"/> COMPLETED APPLICATION	<input type="checkbox"/> FULL YEAR	\$ 50.00
<input type="checkbox"/> PERMITTED USE <input type="checkbox"/> NOT A PERMITTED USE	<input type="checkbox"/> PARTIAL YEAR	\$ 25.00
_____ SIGNATURE		_____ DATE