

ARTICLE XI HOME OCCUPATION REGULATIONS

SECTION 1100 HOME OCCUPATION REGULATIONS

1100.1 Intent and Purpose

The intent of this section is to provide for certain types of restricted occupational uses within residential districts that are beneficial to both the community and the resident but that are incidental to the use of the home as a residence, thereby preserving the residential character of a neighborhood.

1100.2 Exemptions for Certain Occupations

Home occupations in which the business consists entirely of communication via correspondence, telephone, fax or computer modem, and which involves no deliveries to the property by semi-tractor/ trailer trucks, and no clients, customers or students visiting the premises, shall not be required to obtain a home occupation permit.

1100.3 General Regulations

- A. Home occupations may be conducted only within the residence and not in accessory structures.
- B. No more than five hundred (500) square feet of the floor area of the dwelling unit may be used for both the business and related storage.
- C. Retail sales are prohibited except for the sale of goods or products produced on the premises.
- D. Only permanent residents of the home may be employed in the conduct of the business, and D.C.F.S.-licensed group day-care homes and D.C.F.S.-licensed day-care homes may employ one nonresident of the home as an assistant.
- E. Hours are limited to between 8:00 A.M. and 10:00 P.M.
- F. Only one (1) home occupation is permitted at any one residence.
- G. There shall be no exterior indication of a home occupation and no exterior storage of materials to be used in conjunction with a home occupation.
- H. Signing is limited to a two (2) square-foot sign indicating only the name of the resident and the address.
- I. Deliveries by semi-tractor/trailer trucks are prohibited.
- J. Home occupations shall produce no offensive noise, vibration, smoke, dust, odors, heat, electrical interference or stray lighting beyond the walls of the dwelling unit.
- K. Home occupations which attract clients or students for services are not permitted in multifamily dwelling units of three (3) units or more.
- L. Total traffic generation for the home occupation is limited to twenty (20) vehicles per day.

1100.4 Home Occupation Permits and Fees

- A. Permits are required and application may be made in the Zoning Office of the City of Rockford. A period of fifteen (15) days should be allowed for staff review of the request for a permit. Should the Zoning Officer make an unfavorable decision, the applicant may appeal this decision in accordance with the appeal procedures set forth in Sec. 1500 of this ordinance.
- B. A fee of sixty dollars (\$60.00) is established and is payable upon issuance of a permit. A renewal fee of thirty dollars (\$30.00) is due one year from the date of issuance of the 1100.4 permit and on this date each year thereafter. It is the responsibility of the permit holder to submit the annual fee within ten (10) working days of the due date. Failure to do so will cause the renewal fee to be doubled.

1100.5 Inspections

Home occupations are subject to annual inspections by the City Zoning staff personnel. Inspections will be conducted during the working day. The person to whom the permit was issued shall be present when the inspection takes place.

1100.6 Revocation of Permits and Fines

A. Revocation of a Home Occupation Permit may be made for the following reasons:

1. Any change in the use for which the permit was issued;
2. Failure to allow annual inspections;
3. Failure to remit the annual renewal fee within thirty (30) days of the date due;
4. Noncompliance with any of the provisions herein;
5. Violation of any City Ordinance or State or federal law.

B. Fines

Failure to abate a violation of this ordinance after notification by the City will cause the permittee to be subject to a fine of fifty dollars (\$50) to five hundred dollars (\$500) a day for each day the violation exists.