



# Sangamon County Zoning

## Home Occupations in Unincorporated Sangamon County

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The Sangamon County Zoning Ordinance was first adopted by the County Board on April 22, 1969. The Ordinance established zoning district boundaries with uses assigned to specific districts and other regulations associated with uses and buildings. While businesses are not allowed in residential zoning districts, a **Home Occupation Permit was established to allow for an occupation conducted in a dwelling unit or accessory structure subordinate to a dwelling unit, provided that:**

- A. No person other than members of the family residing on the premises and/or one other person shall be engaged in such occupation;
- B. The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to its use for residential purposes by its occupants, and not more than 25 percent of the floor area of the dwelling unit shall be used in the conduct of the home occupation;
- C. There shall be no change in the outside appearance of the building or premises, or other visible evidence of the conduct of such home occupation other than one sign, not exceeding three square feet in area, announcing the name and address of the business, non-illuminated, and mounted flat against the wall of the principal building or accessory structure; except on a corner lot, in which case two such signs may be used – one facing each street;
- D. No home occupation shall be conducted, in whole or in part, within any accessory structure nor shall there be any exterior storage of materials, unless the following conditions are met:
  - 1) A home occupation conducted in an accessory structure must be limited to an area of four hundred (400) square feet designated for the business operation;
  - 2) Outside storage is permitted only on Agriculture (A) zoned lots of five (5) acres or more and only if the storage area does not exceed four hundred (400) square feet and is enclosed with a fence of standard fencing material, not to exceed six (6) feet in height. Items stored within the fenced area must not be visible.
  - 3) Legal, licensed, unattached Trailers stored outside may not exceed a gross vehicle weight of 18,000 lbs.
  - 4) A detailed list of equipment to be stored on the property, including the equipment's function, must be on file with the Office of the Zoning Administrator.
  - 5) All home occupations conducted in an accessory structure are subject up to three (3) unscheduled inspections per year.
- E. There shall be no sales in connection with such home occupation except those clearly incidental to the home occupation;
- F. No traffic shall be generated by such home oc-

cupation in greater volumes than would normally be expected in a residential neighborhood, and any need for parking generated by the conduct of such home occupation shall be met off the street and other than in a required front yard;

- G. The conduct of the home occupation shall not generate noise, odors, fumes, electrical interference, vibrations, or any other condition detrimental to adjacent properties;
- H. Wholesale distribution centers shall not be a permitted home occupation;
- I. Home occupations shall be registered in the office of the Zoning Administrator on the forms provided. This registration shall act as a letter of official approval of the home occupation by the zoning office. Any home occupation found to be in violation of these provisions shall be subject to revocation if the violation is not corrected within 30 days of notification by the Zoning Administrator.

## Home Occupation Fees

An initial start-up application for a home occupation conducted in a dwelling unit shall be accompanied by a fee of Fifty dollars (\$50.00). An annual renewal for each home occupation shall be accompanied by a fee of Ten dollars (\$10.00).

An initial start-up application for a home occupation which is conducted in whole or in part within any accessory structure, or which involves exterior storage of materials, shall be accompanied by a fee of Two-hundred and fifty dollars (\$250.00). An annual renewal for each home occupation shall be accompanied by a fee of One-hundred dollars (\$100.00) and up to three (3) unscheduled inspections per year.

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If your home business does not fall into one of these categories, you may need to file a petition with the Zoning Board of Appeals to change the zoning of the subject property.

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