



Oldham County Planning and Development Services
Application for a Home Occupation Permit

<i>For Staff Use Only:</i>			
Date: _____	Docket No: _____	Staff: _____	Fee: _____

General Information: This application must be submitted in person at the Planning and Zoning Office.
Note: A copy of this completed and approved application shall be provided to the applicant and the original placed in the parcel file. .

Name of Applicant(s): _____

Business Name: _____

Project Address: _____

City: _____ Is the project within the incorporated city limits? _____

Subdivision Name: _____ Current Land Use: _____

Parcel ID: _____ Current Zoning: _____ Lot Size: _____

Square footage/home occupation: _____ Square footage/Residence: _____

Description of Home Occupation (attach additional sheets if necessary):

Signatures:

Owner(s):

Name: _____ Signature: _____

Address: _____

Phone: _____ Email Address: _____

Applicant(s): (if other than owner)

Name: _____ Signature: _____

Address: _____

Phone: _____ Email Address: _____

100 West Jefferson Street ~ LaGrange, Kentucky

Ph: 502-222-1476 Fax: 502-222-3213

www.oldhamcounty.net

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The Home Occupation conducted at the residence must meet all General Standards for Home Occupations as listed in Section 260-230.A of the Oldham County Zoning Ordinance attached to this application in addition to the following (Section 260 -230.B):

Special Standards for Administrative Approval of Home Occupation	
<input type="checkbox"/>	No person other than a resident of the dwelling unit shall be engaged or employed in the home occupation, and the number of residents employed in the home occupation shall not exceed two.
<input type="checkbox"/>	No business signs shall be permitted on the house or property.
<input type="checkbox"/>	No advertisement shall be placed in any media (newspaper, magazine, telephone directory, radio television) containing the address to the property.
<input type="checkbox"/>	There shall be no exterior evidence of the conduct of a home occupation.
<input type="checkbox"/>	There shall be no significant increase in use of utilities such as water, sewer, gas, electricity beyond that normal to the use of the property for residential purposes.
<input type="checkbox"/>	No customers/students/clients will be allowed on site.
<input type="checkbox"/>	There shall be no storage of equipment or materials used in connection with the home occupation outside a dwelling unit or accessory structure.
<input type="checkbox"/>	The home occupation shall not generate traffic or a demand for parking. The home occupation may involve the use of no more than one (1) commercial vehicle for the transportation of goods or materials to and from the premises. However, the commercial vehicle is limited to a passenger car, van, or pickup truck. This vehicle shall not be more than twenty (20) feet in overall length and not more than seven (7) feet in overall height. The overall length and height of the vehicle shall include all additional accessories or trailers. No signage of the home occupation shall be shown on the vehicle. The vehicle must be parked on private property.

Please provide the floor plan with external dimensions of the home, use of each room and the square footage of area used for the home occupation:

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Has the applicant received a copy of the Home Occupation Regulations? Yes:___ NO:___

I, _____, certify that I have read and understand the Oldham County Planning and Zoning Home Occupation requirements and I am in complete compliance of the same.

I further declare that I have read the foregoing Home Occupation Registration Application and that the facts stated in it are true.

Home Occupation Permit Fee: \$25.00

APPLICANT:

Print Name: _____

Signature: _____

Date: _____

Oldham County Comprehensive Zoning Ordinance Section 260-230 Home Occupations

Sec. 260-230 Home Occupations

A home occupation is an accessory use which is incidental to the use of the dwelling for residential purposes. All home occupations located in residential zoning districts, except when the parcel is 5 acres or larger and used for agriculture purposes, must meet the standards listed in this section. Applications for home occupations must seek either a conditional use permit from the Board of Adjustments or a home occupation permit from the Administrator. All applicants shall provide a development plan for the proposed use with application. This plan shall include, but not be limited to, the proposed scope of the business, a site plan, the number of employees, occupation, vehicles (including type, weight and size of vehicles) to be used, and estimated daily traffic. If the application for a home occupation is approved, this approval does not imply or convey permission to violate or be exempt from any existing or subsequent lawfully enacted deed restrictions for the property of the proposed home occupation.

Home occupations shall not include uses such as antique shops, barber and beauty shops, bed and breakfast facilities, churches, private clubs, day care facilities, eating and drinking establishments, fortune tellers, health spas, hotels/motels, kennels, vehicle sales/service/rental/repair, wholesale and retail, escort services, and lawn care services.

A. General Standards of All Home Occupations:

All home occupations shall meet the following general standards:

1. Residential Building and Lot

- a. No alterations to the external appearance shall be made to change the residential character, including signage.
- b. No electrical or mechanical equipment or processes that would change the fire rating of the dwelling unit or violate noise standard provisions included in this ordinance shall be permitted. No home occupation may cause odor, vibrations, fumes, glare, or electrical interference that is perceptible beyond the lot line of the lot upon which the home occupation is conducted. In the case of electrical interference, no equipment or process shall be used which creates visual or audible interference in any radio or television receivers off the premises, or causes fluctuations in line voltage off the premises.
- c. No display of goods, products, or services shall be visible from outside the dwelling.

2. Accessory Structures

Offices or studios are permitted within an enclosed accessory structure, provided the accessory structure is used solely for administrative or artistic activities of a commercial nature by an occupant of a residence located on the same lot as such building.

3. Activities and Products

- a. Only handmade items, foodstuffs, crafts made in the home, and sale items in conjunction with the services may be offered for sale on the premises.
- b. Office use to support retail sales of off-premises businesses shall be permitted.
- c. No other goods, products, or commodities bought for the express purpose of resale shall be sold at retail or wholesale on the premises, nor shall such goods or products be stored or displayed on the premises or distributed to other locations.
- d. No specialty service such as, but not limited to, dance instruction, crafts or music lessons shall be provided for a group larger than five (5) persons.
- e. No hazardous materials shall be permitted.

4. Employees

One employee, other than members of the family residing on the premises, shall be permitted given one additional off-street parking space is provided. Such parking space shall not be located in the required front yard, unless located on an existing driveway.

5. Size

The use of the dwelling for the home occupation shall be clearly incidental and subordinate to the use of the dwelling for residential purposes. A home occupation shall occupy less than 50 percent of the floor area of the principal dwelling unit.

6. Resident Operator

The operator of a home occupation shall be a full-time resident of the dwelling unit. If the applicant is a renter and not a property owner, the property owner must agree in writing to all proposed uses.

7. Commercial Vehicles

Commercial vehicles used for home occupations may be permitted. However, they will be reviewed by the Board of Adjustments on a case by case basis depending on the type, weight, size, signage and other characteristics of the commercial vehicles.

8. Deliveries

Vehicles used for delivery and pick-up are limited to those normally servicing residential neighborhoods.

B. Special Standards for Administrative Approval of Home Occupations:

Home occupations seeking administrative approval from the Administrator are allowed when the following special standards are met:

- 1 No person other than a resident of the dwelling unit shall be engaged or employed in the home occupation, and the number of residents employed in the home occupation shall not exceed two.
- 2 No business signs shall be permitted on the house or property.
- 3 No advertisement shall be placed in any media (newspaper, magazine, telephone directory, radio television) containing the address to the property.
- 4 There shall be no exterior evidence of the conduct of a home occupation.
- 5 There shall be no significant increase in use of utilities such as water, sewer, gas, electricity beyond that normal to the use of the property for residential purposes.
- 6 No customers/students/clients will be allowed on site.
- 7 There shall be no storage of equipment or materials used in connection with the home occupation outside a dwelling unit or accessory structure.
- 8 The home occupation shall not generate traffic or a demand for parking. The home occupation may involve the use of no more than one (1) commercial vehicle for the transportation of goods or materials to and from the premises. However, the commercial vehicle is limited to a passenger car, van, or pickup truck. This vehicle shall not be more than twenty (20) feet in overall length and not more than seven (7) feet in overall height. The overall length and height of the vehicle shall include all additional accessories or trailers. No signage of the home occupation shall be shown on the vehicle. The vehicle must be parked on private property.