

**HOME OCCUPATION PERMIT APPLICATION**  
**DANVILLE-BOYLE COUNTY PLANNING & ZONING COMMISSION**  
445 W. Main Street, P.O. Box 670, Danville, KY 40423 (859) 238-1235 (859) 238-7000 (fax)

Owner/Applicant: \_\_\_\_\_

Address of home occupation: \_\_\_\_\_

Name of business: \_\_\_\_\_

Description/type of home occupation: \_\_\_\_\_

\_\_\_\_\_ Phone \_\_\_\_\_ Date \_\_\_\_\_

Applicant's Signature

1. **FEE: \$65.00** (Payable at time of application)

**Definition:** Any occupation or profession carried out by a member of the immediate family residing on the premises, without advertising, sign or display other than those permitted in Section 13.14.1; no goods, stock in trade or commodities are displayed or sold on the premises; and no more than one person is employed or subcontracted other than members of the family.

2. Home occupations are permitted by right in the **AR-1, GR-A, GR-B, GR-C, NCR-A, NCR-B and DT zones and as a conditional use in the NCC & NCR-C zones. (circle one)**

3. Home occupations are permitted in a dwelling unit provided that:

- \_\_\_\_\_ a. Business operations shall not change the character of the dwelling.
- \_\_\_\_\_ b. Any outside storage associated with the home occupation shall be stored in an appropriate accessory structure. All regulations concerning accessory structures in that district (including height, placement, materials, and items prohibited from storage) shall be observed.
- \_\_\_\_\_ c. No more than 25% of the home shall be used in connection with the home occupation.  
**Sq. Ft. of home: \_\_\_\_\_ 25% max allowed: \_\_\_\_\_ sq. ft. Using: \_\_\_\_\_ sq. ft.**
- \_\_\_\_\_ d. A maximum of one (1) full-time equivalent employee or subcontractor, excluding family members, is permitted. "Full-time equivalent" is 40 hours of work related activity per week.
- \_\_\_\_\_ e. No display or advertising, other than that permitted in Article 13.14.1 of the Ordinance is permitted on site (2 sq. ft. & mounted flat against the principle building.)
- \_\_\_\_\_ f. Only vehicles used primarily as passenger vehicles shall be permitted in connection with the home occupation. No more than two (2) such vehicles shall be permitted.
- \_\_\_\_\_ g. The storage, mixing, or disposal of dyes, pesticides, lawn chemicals, and other toxic or hazardous materials associated with commercial uses is prohibited on site.
- \_\_\_\_\_ h. On-site residency is required.
- \_\_\_\_\_ i. Residential homes with over 6,000 square feet and located on a minimum of 2 acres are subject to the following additional conditions:
  - 1. If the home occupation can be considered an "office use", 30% of the home shall be permitted to be used in connection with the home occupation. This provision shall be substituted for Section 7.2.4(C).
  - 2. All off-street parking shall be to the side and/or rear of the home on paved surfaces. Where on-street parking is permitted, the length of the street in front of the lot may be counted as parking. There shall be one space for every 300 square feet of floor space associated with the home occupation.

\*\*\*\*\*

**FOR OFFICE USE ONLY:** Inspection Date: \_\_\_\_\_ Time: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ By: \_\_\_\_\_ Date: \_\_\_\_\_

Reason if not approved: \_\_\_\_\_

Is home occupation a food service: \_\_\_\_\_yes \_\_\_\_\_no. If yes, then approval from the Boyle County Health Department is required. Attach a copy of approval from the health department.

After inspected and approved by Compliance Administrator, **Print Home Occupation Certificate.** \_\_\_\_\_  
**(Mail original to owner, cc: City of Danville, and permit file.)**

Approval by the Planning and Zoning Commission does not constitute approval of other authorities having jurisdiction or restrictions that may be within a deed or developer's restrictions. It is the responsibility of the applicant to determine if there are other regulations.