



8236 W. Main St., Alexandria, KY 41001
(859) 635-4125

HOME OCCUPATION PERMIT APPLICATION

(Per Alexandria Zoning Ordinance, Section 3.12)

APPLICANT _____ FED.ID# _____

BUSINESS _____

ADDRESS _____

TYPE OF BUSINESS _____ NO. OF EMPLOYEES _____

HOME PHONE _____ OTHER PHONE _____

• PLEASE DESCRIBE THE HOME OCCUPATION AND THE ACTIVITIES THAT WILL BE CONDUCTED ON THE PREMESIS: _____

• WILL ANYONE OTHER THAN MEMBERS OF THE FAMILY RESIDING AT THE PROPERTY BE INVOLVED IN THE PROPOSED HOME OCCUPATION?
YES _____ NO _____

• WILL THE PROPOSED HOME OCCUPATION INVOLVE ANY GROUP INSTRUCTION, ASSEMBLY, OR ACTIVITIES?
YES _____ NO _____ IF YES, DESCRIBE: _____

• WILL THE USE OF THE DWELLING UNIT FOR THE HOME OCCUPATION BE CLEARLY INCIDENTAL AND SUBORDINATE TO ITS USE FOR RESIDENTIAL PURPOSES BY THE OCCUPANTS?
YES _____ NO _____ IF NO, DESCRIBE: _____

• WILL THE PROPOSED HOME OCCUPATION INVOLVE THE USE OF ANY MORE THAN TWENTY-FIVE PERCENT (25%) OF THE GROSS FLOOR AREA OF ANY ONE FLOOR OF A DWELLING UNIT (INCLUDING ANY BASEMENT OR CELLAR FLOOR)? YES _____ NO _____

**ATTACH A SCALED SKETCH OF DWELLING, INDICATING FLOOR AREA OF USE FOR HOME OCCUPATION AND TOTAL AREA OF FLOOR OF DWELLING.*

• WILL THERE BE ANY INTERIOR OR EXTERIOR REMODELING FOR PROPOSED SPACE?
*(*IF YES, COMPLETE A BUILDING PERMIT APPLICATION)*
YES _____ NO _____

• WILL THE PROPOSED HOME OCCUPATION INVOLVE ANY EXTERIOR STORAGE OR MATERIALS ON THE PREMISES? YES _____ NO _____
IF YES, DESCRIBE: _____

• WILL THE PROPOSED HOME OCCUPATION BE CONDUCTED IN ANY ACCESSORY BUILDING?
YES _____ NO _____

• HOW WILL MATERIALS BE DELIVERED TO YOUR HOME? _____

SIGNAGE FOR HOME OCCUPATIONS

**NOTE: NO SIGNS ARE ALLOWED OFF PREMISES OR ON PUBLIC RIGHT-OF-WAY.
(ONLY SIGNS AS DESCRIBED IN SECTION 9.2(B) OF THE ZONING REGULATIONS ARE PERMITTED)**

SECTION 9.2(B): "PROFESSIONAL NAME PLATES NOT EXCEEDING ONE (1) SQUARE FOOT IN OUTSIDE AREA; SINGLE OR DOUBLE FACED. SHALL NOT BE ANIMATED OR ILLUMINATED."

DESCRIBE AND INDICATE THE LOCATION: _____

Sketch sign here: