



*Building Department
7900 Fitch Road, Olmsted Township, OH 44138
Phone Number: 440-235-4225
building@olmstedtownship.org*

Application For Zoning Certificate – Home Occupation

Address of Home Occupation:	
Parcel Number:	Zoning Classification:

Please answer all questions completely (one-word answers are not sufficient). Attach additional pages if necessary.

1. State in detail the type of business and how it will be operated?
2. Will customers come to the home? If so, how many/often?
3. Will any products be sold at the home? If so, please explain.
4. Will materials used in the home occupation be delivered to the home or will products be picked-up? If products are delivered to the home, how frequently?
5. Will the home occupation result in any increase in glare, dust, electrical interference, smoke, or odor?
6. Will the home occupation be conducted entirely within the home? If not conducted in home only, please explain where.
7. What percent of the floor area of the home will be used in the home occupation? (see attached page if you are unsure of how to figure the percentage)
8. Will there be any external evidence of a home occupation such as vehicles, equipment, or materials parked or stored outside?
9. How many people living outside the home will be employed in the home occupation? If YES, please identify: (use additional paper if needed)
10. How many off-street parking spaces can be provided?

11. Will there be a sign advertising the home occupation? If so, how large?

Note: All signs **MUST** follow Olmsted Township Zoning Section 320 Signs requirements.
Application for sign and layout must be submitted and reviewed by Olmsted Township
BEFORE sign is installed.

12. Will the dwelling be occupied by Applicant as a residence?

13. A zoning certificate shall be obtained prior to the establishment of a home occupation. Such zoning certificate shall be valid for a twelve-month period and may be renewed subject to compliance with Olmsted Township Zoning regulations.

Note: Application must include a site plan identifying which building on the property will be used for a home occupation as well as a floor plan identifying which area of the building will be used.
See Section 210.09 Home occupation for all Zoning requirements and regulations.

Home Occupation Use Description:

Property Owner Name:			
Mailing Address:			
Phone Number:		E-mail Address:	

Same as above: <input type="checkbox"/>			
Occupant Name:			
Mailing Address:			
Phone Number:		E-mail Address:	

I am the property owner of record, occupant as an agent on behalf of the property owner, or an authorized representative on behalf of the property owner. I hereby certify that all information contained in this application is true, accurate and complete to the best of my knowledge.

Applicant Signature:	Date:
Print Name:	Email:

Applicant is: ☐ Owner ☐ Occupant ☐ Owners Authorized Representative

Please submit application electronically to: building@olmstedtownship.org