



Village of Northbrook  
1225 Cedar Lane  
Northbrook, IL 60062  
[www.northbrook.il.us](http://www.northbrook.il.us)

Northbrook Zoning Home  
Occupation Standards, Zoning  
Code Section 9-102

[https://www.northbrook.il.us/  
DocumentCenter/View/552/P  
art-1-A--Accessory-and-  
Temporary-Structures-and-  
Use-Including-Home-  
Occupations-PDF?bidId=](https://www.northbrook.il.us/DocumentCenter/View/552/Part-1-A--Accessory-and-Temporary-Structures-and-Use-Including-Home-Occupations-PDF?bidId=)

# Home Business Regulations



If you are interested in operating a home office or business, please be aware that there are restrictions that apply, some of which are listed below:

- 1) The business must be conducted by the full-time occupant of the home;
- 2) The business must be secondary in use to the dwelling;
- 3) A maximum of (4) people who are employees, clients and/or contractors may be present at any one time;
- 4) A separate business entrance is not permitted;
- 5) Alterations changing the character of the dwelling are not permitted;
- 6) Business activity must take place inside the dwelling;
- 7) The lesser of 500 s.f. or 25% of the floor area of the home may be used for the business;
- 8) Goods cannot be sold or displayed on the premises;
- 9) Employees and clients may only visit the home M-F 7:00am-8:00pm and weekends 10:00am-3:00pm;
- 10) A maximum of 2 vehicles may visit the home at any one time, including employee vehicles, and visitors may not exceed 8 per day;
- 11) Home occupations shall not serve as a dispatch center where employees come to the site and are dispatched or directed to other locations; and
- 12) The business may not cause any nuisance (noise, odor, etc...)

Northbrook Zoning Home Day Care Standards, Zoning Code Section 3-106B

<https://www.northbrook.il.us/DocumentCenter/View/533/Article-III---Single-Family-Residential-Districts-PDF?bidId=>

Northbrook Municipal Code Requirements, Article XII

[https://library.municode.com/il/northbrook/codes/code\\_of\\_ordinances?nodeId=MUCO\\_C15LIPEMIBURE\\_ARTXXVDAC\\_AHO](https://library.municode.com/il/northbrook/codes/code_of_ordinances?nodeId=MUCO_C15LIPEMIBURE_ARTXXVDAC_AHO)

Illinois Department of Children and Family Services Requirements

[https://www2.illinois.gov/dcf/aboutus/notices/Documents/AT\\_2020.04Licensing\\_Requirements\\_during\\_COVID-19\\_%28Final\\_4-8-2020%29.pdf](https://www2.illinois.gov/dcf/aboutus/notices/Documents/AT_2020.04Licensing_Requirements_during_COVID-19_%28Final_4-8-2020%29.pdf)

Link to becoming a day care provider in Illinois

<https://sunshine.dcf.illinois.gov/Content/Licensing/Welcome.aspx>

Illinois Home Day Care Application

<https://sunshine.dcf.illinois.gov/Content/Licensing/BecomeLicensed.aspx>

COVID-19 Prioritized Essential Workers Child Care Application

<http://www.dhs.state.il.us/OnlineNetLibrary/27893/documents/CoronavirusInfo/COVID-19-Child-Care-Application-4-3-2020.pdf>



If you are interested in operating a **home day care**, there 2 categories:

1. Day Care Nursery: Day care operated as a home business and providing care for a maximum of **8** children, including family, subject to the following:
  - The principal provider of the day care must live in the home where day care is operated;
  - Each day care must be registered with the Village;
  - The day care provider must obtain all required State licensing;
  - Day care nurseries are exempt from the operating hour restrictions placed on standard home businesses; and
  - Day care nurseries are exempt from the number of vehicle visits at one time or per day;
2. Day care operations with **more than (8) children** must apply for special permit approval and are subject to additional requirements.

Since the first Northbrook standard that must be met relates to licensing and certification by other public agencies, please visit the Illinois Department of Children and Family Services sites as well.

For those residents interested in running a child day care during the shelter-in-place order, DCFS is giving priority to **in-home child care for essential workers**.

The same regulations apply when operating an in-home educational facility.