



HOME OCCUPATION PERMIT APPLICATION

HOME OCCUPATION APPLICATION FEE: \$200
TECHNOLOGY FEE: Home Occ. \$4.00

6000 Main St. SW, Lakewood, WA 98499

HOME OCCUPATION:

1. _____ One (1) Complete Application Form
2. _____ One (1) General Business License Application
3. _____ Two (2) copies of a site plan drawn to scale depicting all existing structures and the location of all available parking in relation to existing structures, property lines, driveway entrances and public street frontage.
5. _____ Home Occupation Application Review Fee

BUSINESS ADDRESS: _____

BUSINESS NAME: _____

TYPE OF BUSINESS: _____

PARCEL NUMBER (S): _____ **ZONE:** _____ **ACRES:** _____

APPLICANT: (mandatory)

Name: _____ Daytime Phone: _____

Mailing Address: _____

Email Address: _____

PROPERTY OWNER 1: (mandatory if different from applicant)

Name: _____ Daytime Phone: _____

Mailing Address: _____

Email Address: _____ Signature: _____

PROPERTY OWNER 2: (if more than two property owners attach additional info/signature sheets)

Name: _____ Daytime Phone: _____

Mailing Address: _____

Email Address: _____ Signature: _____

Please answer the following questions in detail:

1. Provide a detailed description of the proposed home occupation: _____

2. Will any part of the home occupation require outside storage? If so, explain. _____

3. Will the home occupation be conducted outdoors? _____
4. Are there to be any modifications made to the dwelling to accommodate the home occupation?

5. How many vehicular trips are expected to be generated by the home occupation per hour, including client related trips and deliveries? _____

6. If the home occupation includes selling merchandise, how will the items be sold; i.e., by mail order, telephone sales, etc. _____

7. Will any services be provided to clients on site? _____

8. If there are to be customers to the site, what days and hours will they be allowed to visit? _____

9. How many customers or clients are expected to be on the premises at any one time? _____
10. Will any equipment or operation processes utilize, produce, or cause the emission of gasses, dust, odors, vibration, electrical interference, smoke, noise, or light? If so, explain. _____

11. Will the home occupation use equipment that results in a change to the fire rating of the structure; fluctuations in line voltage at or beyond the property line; or visual or audible interference in radio or television receivers or electronic equipment located off-premises? _____
12. Will any flammable materials be stored, distributed or produced by the home occupation? _____

13. Will the home occupation be operated by a resident of the home? _____
14. How many employees other than residents of the dwelling will be on site at any one time? _____
15. How many parking spaces are provided on the property? _____

16. How many vehicles related to the business will be onsite? _____
17. Will any Vehicles larger than 10,000 pounds gross weight operated out of the premises or parked on the property or on adjacent streets? _____
18. Will any of the following be stored onsite: Taxicab, van shuttle, limousine or other transportation service vehicles? _____
19. Will a sign be displayed on the site? _____

AUTHORIZED HOME OCCUPATION OWNER SIGNATURE:

By affixing my signature hereto, I certify under penalty of perjury that the information furnished herein is true and correct to the best of my knowledge and that I am the owner or the renter of the premises where the home occupation will be located. I have read and understand the home occupation regulations LMC Chapter 18A.40.110.6.

I understand that if the home occupation changes in such a manner that any of the answers provided above will be incorrect or require modification, I must review the changes with the Community Development Department for approval, and if deemed necessary, apply for a new home occupation permit.

Home Occupation Owner

Date

OFFICE USE ONLY:

DATE APPLICATION RECEIVED: _____ DATE APPLICATION COMPLETE: _____

HOME OCCUPATION

PLANNER THAT COMPLETED REVIEW: _____ DATE: _____

18A.40.110 – Residential Uses.

7. Home occupations are permitted subject to the following:

a. The home occupation shall be subordinate to the primary use of the premises as a dwelling unit.

b. All activities of the home occupation shall be conducted indoors.

c. The business shall be conducted by a member of the family residing within the primary residential premises plus no more than one additional person not residing in the dwelling unit.

d. Home occupations may have on-site client contact subject to the following limitations:

i. All the activities of the home occupation shall take place inside the primary residential structure or accessory building;

ii. The home occupation shall generate no more than two (2) vehicle trips per hour to the licensed residence; and

iii. The home occupation shall not create a public nuisance.

e. The following activities shall be prohibited:

i. Automobile, truck, boat and heavy equipment repair;

ii. Auto or truck body work or boat hull and deck work;

iii. Parking and storage of heavy equipment;

iv. Storage of building materials for use on other properties;

v. Painting or detailing of autos, trucks, boats, or other items;

vi. The outside storage of equipment, materials or more than one vehicle related to the business;

vii. Vehicles larger than 10,000 pounds gross weight operated out of the premises or parked on the property or on adjacent streets; and

viii. Taxicab, van shuttle, limousine or other transportation services, except for office activities; provided all other requirements of this subsection concerning home occupations are met.

f. Home occupations shall not be allowed in accessory buildings within the rear yard setback.

g. Home occupations in accessory buildings shall not permit noise to intrude into another residential property at a level at or above 45 decibels outside the hours of 7:00 a.m. through 6:00 p.m. Monday through Friday, and 9:00 a.m. through 5:00 p.m. on Saturday.

h. Home occupations are required to obtain a city business license.