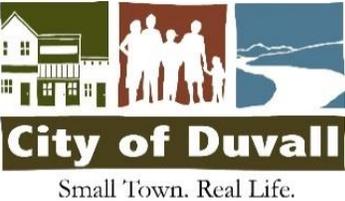


Received Stamp		City Clerk's Department 15535 Main St. NE PO Box 1300 Duvall, WA 98019 (425) 788-1185 FAX (425) 788-8097 www.duvallwa.gov
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Home Occupation Permit Application

This form must be completed (clearly printed or typed) and submitted to the City Clerk. If this is for a new business, the permit is due prior to commencement of business. Also, you must notify the City if the business address, etc. changes. For questions, please contact the City Clerk at (425) 788-1185.

Applicant Name:	Applicant Phone #:
Business Name:	Business Address:
Owner of Residence:	Business UBI #:
Owner Address:	Owner Phone #:
Located in a <input type="checkbox"/> House <input type="checkbox"/> Apartment, Condo, Townhouse	Building # or Apt. #: Name of Complex, if applicable:
Assessor / Tax Parcel Number(s):	
All home occupations shall comply with the home occupation requirements as defined in DMC 14.54.030, and listed on the back of this page.	
Number of Employees (including owners):	Business Floor Area (sq. feet):
Type of Business:	Dwelling Floor Area (sq. feet):
Briefly describe the business activities:	
Hours of operation:	a.m./p.m. to a.m./p.m. Days of the week:
How many and what type of business-related deliveries/pickups (other than U.S. mail) do you anticipate <u>per week</u> (UPS, Federal Express, etc.)	
How many customer visits per day	per week
Please read the home occupation requirements on the reverse side and sign below.	
<i>I have read and understand that failure to comply with the home occupation regulations as listed on back is grounds for immediate revocation of the home business license. I agree that my home business will be conducted in such a manner that none of these regulations will be violated.</i>	
<i>I certify under the penalty of perjury under laws of the State of Washington that the above information is true and correct.</i>	
Signature:	Date:

14.54.030 Requirements - Home Occupations

The following conditions shall be met by all applicants wishing to conduct a home occupation within a dwelling unit:

- A. The total area devoted to a home occupation shall not exceed 20 percent of the floor area of the dwelling unit. Attached garages and storage buildings shall not be considered part of the dwelling unit for purposes of calculating allowable home occupation area but may be used for storage of goods associated with the home occupation;
- B. All activities of the home occupation shall be conducted indoors, within the dwelling unit or garage.
- C. No more than 1 nonresident shall be employed on the premises;
- D. The following shall be prohibited as home occupations:
 - 1. Motor vehicle-related businesses, including but not limited to auto, truck, body work, detailing, painting, taxicab, van shuttle, limousine, towing, or other transportation service or sales; except that the use may be for an office only;
 - 2. Repair, sales, parking or storage of heavy equipment or appliances;
 - 3. Storage of building materials for use on other properties;
- E. No more than 1 vehicle, van, truck or similar vehicle exceeding 10,000 pounds gross vehicle weight may be permitted to be operated out of a home occupation. Such vehicle may park on the premises or on the street adjacent to the home occupation;
- F. The home occupation shall not displace or impede the use of required parking spaces for primary or accessory dwelling units;
- H. Sales shall be limited to mail order, telephone sales with off-site delivery, internet sales, and on-site sales of products solely incidental to the principal activity of providing service to patrons;
- I. Services to patrons shall be arranged by appointment or provided off-site;
- J. Visitors, customers, deliveries or other business traffic shall be limited to two visitors per hour and eight per day, and shall not require additional parking spaces. Customer visits or deliveries to the home occupation shall be permitted only from 8:00 AM to 8:00 PM;
- K. No signs of any type regarding the home occupation shall be exhibited or displayed on the site;
- L. The home occupation shall be conducted in a manner which will not alter the residential character of the surrounding neighborhood. There shall be no exterior alterations of the property, expansion of parking, construction, creation of a separate entrance, the use of color, materials, lighting, signs (other than on the applicant's vehicle), exterior storage, or by emission of sound, electric interference, vibration, dust, glare, heat, smoke, odors or liquids.
- M. Adult family homes are permitted as home occupations subject to the limitations on such uses elsewhere in this Title.

14.54.050 Approval.

A business license in accordance with DMC 5.01, Business Licenses, and compliance with the additional requirements of this chapter shall be required for all home occupation and home industry businesses. The City Clerk shall act as the final approval authority for all home occupation business license applications. The Director has the authority to: impose conditions to mitigate any potential adverse impacts on surrounding uses; consider the need to limit the hours of operation of home occupations or industries; or recommend denial of an application.