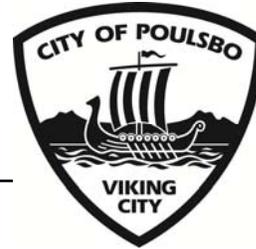


# Poulsbo Planning Department

## Home Occupations

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07/2014

### What is a Home Occupation?

A home occupation is a use conducted entirely within a dwelling, which is clearly incidental and secondary to the use of the residence for dwelling purposes. It is subject to the regulations found in PMC 18.48.150.

### Where are Home Occupations permitted?

Home occupations are permitted in the RL, RM, and RH zoning districts within a dwelling.

### What are the requirements for Home Occupations?

- Home occupations are limited to service businesses. Incidental retail sales associated with the primary service business may be allowed (e.g., a hair salon selling hair products).
- Only members of the family occupying the dwelling where the home occupation is located may be engaged in the business. No employees or other persons are permitted to be involved in the business activity.
- The residential character of the building must be maintained.
- The home occupation shall not infringe on the right of adjacent property owners to enjoy peaceful occupancy of their dwellings.
- A home business shall be a secondary use to the primary use of the home for dwelling purposes. The total floor area devoted to the home business is limited to 25% of the total floor area of the dwelling, excluding the garage. Outdoor storage for the home business is limited to 15% of the lot area and must be screened so that it is not visible from adjacent properties.

- Signage for the home business is limited to the standards of the RL zoning district and shall not exceed 2 square feet.
- The Planning Director can impose additional conditions on home occupations to ensure the business is a secondary use and to mitigate or avoid any detrimental impacts that may occur to adjacent properties as a result of the home occupation. Conditions may include, but are not limited to, limited hours of operation, adequate parking, adequate landscaping, signage, and screening.

### What is an exempt Home Occupation?

A home occupation permit is not required if no clients, customers, or students come to the home, and if commercial deliveries to or from the property are limited to not more than twice per week.

### What is the process to get a Home Occupation permitted?

A Home Occupation is a Type II permit. The Planning Director is the review authority. The process starts with a pre-application conference with City staff, which will provide detailed information on the permitting process.

### Where can I get additional information?

- PMC 18.48.150—Home Occupations.
- Applications are available online: <http://www.cityofpoulsbo.com/planning/applications.asp>
- Contact the Poulsbo Planning Department by phone, e-mail, or in person.