



## Planning & Community Development

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# Home Business / Occupation



The City of Shoreline recognizes the desire and/or need of some citizens to use their residence for business activities. The City also recognizes the need to protect the surrounding areas from adverse impacts generated by these business activities.

The City of Shoreline allows home businesses in residential zones, subject to certain criteria. A home occupation is defined as: *Any activity carried out for gain by a resident and conducted as a customary, incidental, and accessory use in the resident's dwelling unit.*

A building permit is not required unless building construction / alterations or site work is proposed as part of the home occupation.

A business license may be required. To apply contact the City Clerk's office at (206) 801-2700 or Washington State Department of Licensing at <http://dol.wa.gov> or (360) 664-1400.

Residents of a dwelling unit may conduct one or more home occupations as an accessory use, provided:

1. The total area devoted to all home occupations(s) shall not exceed 25% of the floor area of the dwelling unit. Areas with garages and storage buildings shall not be considered in these calculations, but may be used for storage of goods associated with the home occupation.
2. In residential zones, all the activities of the home occupation(s) (including storage of goods associated with the home occupation) shall be conducted indoors, except for those related to growing or storing of plants used by the home occupation(s).
3. No more than two nonresident full-time employees (FTE) working on-site shall be employed by the home occupation(s).
4. The following activities shall be prohibited in residential zones:
  - a. Automobile, truck and heavy equipment repair.
  - b. Auto bodywork or painting.
  - c. Parking and storage of heavy equipment.
  - d. On-site metals and scrap recycling.

## Hours of Operation:

Monday 8:00 am-5:00 pm  
Tuesday 8:00 am-5:00 pm  
Wednesday 1:00 pm-5:00 pm  
Thursday 8:00 am-5:00 pm  
Friday 8:00 am-5:00 pm

*Permit Processing Ends at 4:00 pm Daily*

5. In addition to required parking for the dwelling unit, on-site parking shall be provided as follows:
  - a. One stall for each nonresident FTE employed by the home occupation(s).
6. One stall for patrons when services are rendered on-site.
7. Sales shall be by appointment or limited to:
  - a. Mail order sales.
  - b. Telephone or electronic sales with off-site delivery.
7. Services to patrons shall be arranged by appointment or provided off-site.
8. The home occupation(s) may use or store a vehicle for pickup of materials used by the home occupation(s) or the distribution of products from the site, provided:
  - a. No more than one such vehicle shall be allowed.
  - b. Such vehicle shall not exceed a gross weight of 14,000 pounds, a height of nine feet and a length of 22”.
9. The home occupation(s) shall not use electrical or mechanical equipment that results in:
  - a. A change to the fire rating of the structure(s) used for the home occupation(s) unless appropriate changes are made under a valid building permit.
  - b. Visual or audible interference in radio or television receivers, or electronic equipment located off-premises.
  - c. Fluctuations in line voltage off-premises.
  - d. Emissions such as odor, bright lighting or noises greater than what is typically found in a neighborhood setting.
10. One sign not exceeding four square feet may be installed without a sign permit per SMC 20.50.610(O). It may be mounted on the house, fence or freestanding on the property (monument style). Any additional signage is subject to permit under SMC 20.50.
11. All home occupations must obtain a business license consistent with Chapter 5.05 of the Shoreline Municipal Code.

Home occupation proposals that require a building permit may trigger Transportation Impact Fees (TIF) based on the proposed use per SMC 12.40.

NOTE: Daycares, Community Residential Facilities, Animal Keeping, Bed and Breakfasts, and Boarding Homes are regulated elsewhere in the Code.