

CITY OF KIRKLAND
DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
123 FIFTH AVENUE | KIRKLAND, WASHINGTON 98033-6189 | (425) 587-3225

**CITY OF KIRKLAND RULES GOVERNING HOME OCCUPATIONS AND
BUSINESSES CONDUCTED INCIDENTAL TO A RESIDENTIAL USE**

A business conducted incidental to a residential use is termed home occupation and is governed by Section 115.65 of the Kirkland Zoning Code. A home occupation is permitted without a zoning permit if it complies with all of the following:

- 1) It is carried on exclusively by family members who resides in the dwelling unit and not more than two additional people who are not residents of the dwelling;
- 2) It is conducted indoors and has no outside storage, exterior indication, or outside activity, including equipment stored on vehicles;
- 3) It requires no alteration to the interior or exterior of the dwelling that changes its residential character;
- 4) It involves activities, including but not limited to heavy equipment, power tools, power sources, or other equipment, which do not result in noise, vibration, smoke, dust, odors, heat, or other conditions that exceed in duration or intensity, such conditions normally produced by a residential use;
- 5) It has no pickup or delivery by commercial vehicles; however, occasional mail and courier deliveries are permitted;
- 6) It does not include the following businesses:
 - a) motor vehicle-related businesses including but not limited to auto, truck, body work, detailing, painting, or taxicab, van shuttle, limousine, towing, or other transportation service or sales;
 - b) repair or sales of large appliances or heavy equipment;
 - c) welding;
 - d) kennels or commercial stables;
 - e) inventory storage of more than 1,200 cubic feet of materials;
 - f) restaurants; and
 - g) landscaping/gardening/lawn services.

Office-only activities for the above uses may be allowed as home occupations provided all other requirements of this section are met;

- 7) It does not include more than 4 persons per day and no more than 2 persons at any time coming to and leaving from the subject property for goods or services. Customer visits or deliveries to a home occupation shall be between the hours of 8:00 a.m. and 8:00 p.m.
- 8) It operates no more than one vehicle, van, truck or similar vehicle, not exceeding a gross vehicle weight of 10,000 pounds; and
- 9) It has no signs other than one building-mounted, non-illuminated sign with a maximum size of 2 square feet.

For information about operating a bed and breakfast house see Zoning Code Section 115.65.2.f. If the home occupation does not meet all of the above, it must be approved through a public hearing process before a Hearing Examiner. The Examiner may only allow a home occupation if he/she finds that it:

- 1) will not harm the character of the surrounding neighborhood;

- 2) will not include outdoor storage and/or operation of building materials, machinery, commercial vehicles, or tools, except if it meets the following criteria:
 - a) is appropriately screened from other properties;
 - b) does not emit noise, odor, or heat; and
 - c) does not create glare.
- 3) does not create a condition which injures or endangers the comfort, repose, health or safety of persons on abutting properties or streets; and
- 4) will not generate excessive traffic or necessitate excessive parking

For more information about the City's home occupation regulations, contact:

Department of Planning and Community Development

123 Fifth Avenue
 Kirkland, WA 98033
 (425) 587-3225

All home occupations are required to obtain a business license, regardless of whether or not a zoning permit is required.

ADDITIONAL INFORMATION REQUIRED FOR ALL BUSINESS LICENSE APPLICANTS:

Please provide the zoning designation for your property: _____

(Contact the Planning Department at 425-587-3225 for help determining this.)

ADDITIONAL INFORMATION REQUIRED FOR ALL HOME OCCUPATIONS:

Please provide the license number and vehicle type, size and approximate weight for all vehicles (exceeding 10,000 pounds of a gross vehicle weight) used in connection with the home occupation and stored or parked on-site:

License No. _____ Type: _____ Size: _____ Weight: _____
 License No. _____ Type: _____ Size: _____ Weight: _____
 License No. _____ Type: _____ Size: _____ Weight: _____

The applicant for a business license for a home occupation is required to notify the City about any changes to the business that may affect its status as a home occupation.

ADDITIONAL INFORMATION REQUIRED FOR HOME DAYCARE AND/OR ADULT FAMILY HOMES:

Please check here if you are required to have a DSHS license for Home Daycare and/or Adult Family Home, and, if so, attach a copy.

License required: _____ License not required: _____