



DEVELOPMENT SERVICES

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Home Occupation Handout

Planning Department

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

1. Home occupations are allowed as an accessory use to a residence (single-family, multi-family, or accessory dwelling unit), subject to the requirements of this chapter ([KZC 115.65](#)). A business license shall be required for all home occupations.
2. The location of the home occupation must be the principal residence of the person(s) conducting that home occupation.
3. A home occupation may be conducted if it:
 - a. Is carried on by residents of the dwelling unit and, in addition, may involve no more than two (2) other business participants visiting the dwelling unit per day. "Other business participants" shall include non-family employees and independent contractors;
 - b. Has no outside storage, including equipment stored on vehicles;
 - c. Requires no alteration to the interior or exterior of the dwelling that changes its residential character;
 - d. Does not involve activities, including but not limited to, the use of heavy equipment, power tools, or other equipment or materials that result in noise, vibration, smoke, dust, or other conditions that exceed, in duration or intensity, such conditions normally produced by a residential use; (See [KZC 115.65](#) for complete list)
 - e. Has, in addition to daily mail service, no more than a total of three (3) commercial and courier pickups and deliveries at the dwelling unit per day, and no more than 10 pickups and deliveries per week. Pickups and deliveries shall occur between the hours of 8:00 AM and 6:00 PM;
 - f. Occupies no more than 500 square feet of floor area, including any space in an accessory structure;
 - g. Includes no more than six (6) clients/customers per day and no more than two (2) clients/customers at any time visiting the dwelling unit for goods or services. A family arriving in a single vehicle shall be considered one (1) client. Client/customer visits to a home occupation shall be between the hours of 8:00 AM and 8:00 PM (not applicable to a bed and breakfast house);
 - h. Operates no more than one (1) vehicle, van, truck or similar vehicle. See [KZC 115.65.4h](#) for vehicle weight, height and length regulations.
 - i. Has no exterior indication other than one (1) building-mounted, non-illuminated sign with a maximum size of two (2) square feet.

- j. For a bed and breakfast house, the following additional regulations apply in addition to those listed above:
 - 1) It is operated by the owner of the dwelling in which it is located and it is the primary residence of the owner/operator;
 - 2) There is a maximum of two (2) guest rooms;
 - 3) Guests stay a maximum of 30 days;
 - 4) Food service shall be limited to serving overnight guests of the establishment. Individual rooms shall not be equipped with cooking facilities;
 - 5) The applicant may be required to provide up to one (1) parking stall per guest room. The applicant shall demonstrate the parking provided will be adequate based on the following criteria:
 - a) The number of guest rooms;
 - b) The number of permanent residents of the dwelling proposed for the bed and breakfast;
 - c) The number of parking stalls that can be accommodated in a garage or driveway; and
 - d) The number of legal on-street parking stalls immediately adjacent to the bed and breakfast;
 - 6) Concentrations of Bed and Breakfast Houses - Where a bed and breakfast house is proposed within 500 feet of another bed and breakfast house, the applicant shall demonstrate that the neighborhood will not be adversely affected by the concentration.

A home occupation which does not meet the above requirements may be allowed if approved under a Process I zoning permit as described in [KZC Chapter 145](#) and only if it:

- a. Will not harm the character of the surrounding neighborhood; and
- b. Will not include outdoor storage and/or operation of building materials, machinery, commercial vehicles, or tools, except if it meets the following criteria:
 - 1) Is appropriately screened from other properties;
 - 2) Does not emit noise, odor, or heat; and
 - 3) Does not create glare; and
- c. Does not create a condition which injures or endangers the comfort, repose, health or safety of persons on abutting properties or streets; and
- d. Will not generate excessive traffic or necessitate excessive parking; and
- e. Will locate and screen any required or proposed site improvement in a manner that minimizes its view from surrounding properties or adjacent streets.
- f. For bed and breakfast houses, there will be a maximum of four (4) guest rooms.

If you have any questions, contact the Planning & Building Department at PlanningInfo@kirklandwa.gov or 425.587.3600.

Alternate Formats: Persons with disabilities may request materials in alternative formats. Persons with hearing impairments may access the Washington State Telecommunications Relay Service at 711.

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To request an alternate format, file a complaint or for questions about Kirkland's Title VI Program, contact the Title VI Coordinator at 425-587-3011 or titlevicoordinator@kirklandwa.gov.