



Building, Planning and Engineering
Sedro-Woolley Municipal Building
325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360)855-0771
Fax (360) 855-0733

HOME OCCUPATION PERMIT APPLICATION

APPLICATION NUMBER: _____

A Home Occupation Permit is necessary to run a business out of a residence. In accordance with Chapter 17.68 SWMC and the criteria found in SWMC 17.04.030(20), the Zoning Administrator must review the proposal and find that the project will not be unreasonably detrimental to the peace, health and welfare of the neighbors. The Home Occupation Permit application fee is **\$25** per City Resolution 817-09. Once a Home Occupation has been approved, provide a copy of the approval to the City Clerk so a City Business License may be processed. Home Occupation Permits are processed as a Type I Permit.

SECTION I – APPLICANT INFORMATION

Business Name: _____	
Primary Contact: _____	
Property Owner (if different): _____	
Business/Residence Address: _____	
Mailing Address (if different): _____	
Parcel # _____	Phone # _____
Cell # _____	Fax # _____

SECTION II – PROJECT INFORMATION

Describe the proposed business you wish to conduct at the above address:

SECTION III – HOME OCCUPATION REQUIREMENTS

- Completed Application Form
- Property owner’s signature if applicant is tenant
- Any additional information required by Zoning Administrator
- Please explain how the proposed business meets the criteria found in SWMC 17.04.030(20):**

a. Will any outside help be employed on the premises?

b. Will the business utilize more than twenty-five percent of the gross floor area of the structure in which it is located?

c. Will there be more than two additional vehicles parked on or in the vicinity of the property due to the business at any one time?

d. Will there be more than twelve clients or customers visiting per week?
Will there be more than two clients on the premises at any one time?

e. Will any work area, stored materials, or signs may be visible from off the premises or will there be any other exterior indication that the home is anything other than a residence?

f. Will the home occupation create any nuisance beyond what would normally be expected in a residential area?

SECTION IV - SIGNATURE

Application is hereby made for a HOME OCCUPATION PERMIT. I certify that I am familiar with the information contained in this application and that to the best of my knowledge and belief, such information is true, complete and accurate. I further certify that I possess the legal authority to undertake the proposed activities and I hereby grant to the officials of the City of Sedro-Woolley the right to enter the above described property to inspect the property as part of the project review process.

Signature of Applicant

Date: _____

Signature of Property Owner (if different than owner)

Date: _____