



## City of Camas Community Development Department

### Major Home Occupation Permit Process

The City of Camas regulates home occupations to ensure the use is suitable to the character of the surrounding neighborhood, and to maintain the quality of life for all residents of the city. Activities that do not meet the requirements of Camas Municipal Code (CMC) Chapter 18.39 Home Occupations are directed to other locations where the use may be more appropriate such as mixed use, commercial, or manufacturing zone districts.

For a complete application the following items must be submitted:

- General Application Form (can be printed from the city website or from our office).
- Non-refundable fee.
- A current (within thirty days prior to application) a mailing list of owners of real property within three hundred feet of the subject parcel, certified as based on the records of the Clark County assessor (CMC 18.55.110C). This mailing list can be obtained either from the Clark County Assessor's Office, or from any title company.
- A narrative that explains the nature of the home occupation and addresses each of the criteria listed below.

#### **18.39.040 Major home occupation.**

Major home occupation permits shall be subject to a Type II review in accordance with the administrative approval procedures of CMC Chapter 18.55.

##### A. Owner/operator, Employees.

1. Only members of the family residing on the premises and no more than two non-residents may be continuously employed at any one time on the site.
2. A home occupation permit issued to one person shall not be transferable to any other person, entity, or business, and is valid only for the property address set forth in the permit.

##### B. Alterations, Residential Character.

1. No dwelling or accessory structure shall be constructed, modified, or altered to accommodate a home occupation which alters the residential character of the property in such a way so as to render its appearance incompatible with neighboring properties.
2. Home occupations shall be allowed to be conducted in accessory buildings detached from the principal dwelling unit, provided that if the home occupation use occurs in an accessory building, it shall be subject to the same rules and regulations for home occupation uses within the principal dwelling unit.
3. The home occupation shall be clearly incidental and secondary to the use of the dwelling for dwelling purposes, and the appearance of the structure shall not be altered, or the occupation within the residence be conducted in a manner that would cause the premises to differ from its residential character.

C. Location of Use, Size.

1. Where an accessory dwelling unit exists, a home occupation must be conducted either in the primary dwelling unit, the accessory dwelling unit, or an accessory structure on the property, but not in more than one.
2. The business shall utilize no more than 25% of the gross floor area or 500 square feet, whichever is less, of the structure, including storage of any inventory or incidental supplies which are necessary to the home occupation.

D. Signs. Signs shall be in conformance with CMC Chapter 18.15.

E. Hours of Operation. Business visits and non-resident employee arrivals or departures shall occur between 7:00 a.m. and 10:00 p.m.

F. Traffic.

1. Traffic generated by the home occupation shall not noticeably affect the residential character of the neighborhood.
2. Deliveries or pickups by normal delivery services shall not exceed two trips per day, and occur only between 7:00 a.m. and 10:00 p.m.
3. Traffic which exceeds eight clients, customers, normal deliveries, or combination thereof per day, shall be a prima facie evidence that the activity is a primary business and not a home occupation.

G. Parking. Notwithstanding CMC Section 18.11.030, Table 18.11-1,

1. The site shall have adequate on-site parking to accommodate any additional traffic resulting from the use.
2. Adequate on-site parking shall be provided for all non-resident employees, and shall be used by those employees at all times.
3. Under no circumstances shall parking for the home occupation cause traffic hazards.
4. With the exception of existing driveways, no parking shall be allowed in setbacks or buffers.

H. Sales.

Except for the purchase of merchandise crafted on-site or items clearly accessory to a service (e.g., crafts or artwork, or hair care products incidental to a beauty salon for example) no retail customers shall visit the home premises at any time.

I. Outdoor Storage.

There shall be no outdoor storage or display of any items pertaining to the home occupation allowed.

J. Equipment.

No mechanical equipment shall be used except as is commonly or customarily used for domestic household or personal purposes for a dwelling (or as deemed similar in terms of power, quantity, noise, emissions, and type) shall be allowed.

K. Disturbing Influences.

1. No excessive mechanical equipment which produces vibration, smoke, dust, odors, heat, glare, or noxious fumes resulting from a home occupation shall exceed that which is normally produced in a single-family dwelling.
2. Any noise generated by the home occupation shall be consistent with the requirements in CMC Section 9.32.050.

3. No production, generation, or storage of any hazardous substances or materials beyond an amount that is commonly used for a single-family dwelling shall be permitted.

The complete Home Occupation chapter can be found online at on the city's website at <http://www.ci.cammas.wa.us/> (under Title 18, Chapter 18.39).

Questions may be directed to Planning Staff at (360) 817-1568.