



CITY OF TACOMA
Finance Department / Tax & License Division
747 Market St, Room 212, Tacoma, WA 98402-3770
253-591-5252 www.tacoma.gov/taxandlicense

Account # _____

Fee: \$100.00

Conditional Residential Business Agreement

Applicant Name _____ Telephone _____

Street Address _____ Zip Code _____

Description of residential business _____

I am the occupant of the subject property and I agree to conduct a residential business in accordance with all City codes and ordinances. I understand that I am subject to the conditions set forth below in addition to regulatory inspections.

1. A residence will remain the primary use. The residential business will be clearly incidental and subordinate to the use of the dwelling.
2. No outdoor display or storage of materials, goods, supplies, or equipment used shall be permitted on the premises. Indoor storage is allowed for residential business-related materials, goods, supplies, or equipment.
3. Any chemicals or materials used for the residential business will be stored and disposed of according to the applicable health regulations.
4. A 5-pound dry chemical fire extinguisher will be centrally located within the area of the residential business, and any additional Tacoma Fire Department requirements applicable to business operations will be met.
5. No changes to the outside appearance of the building/premises, or other visible evidence that the residence is being operated as a residential business. The business will not generate nuisances to any greater extent than what is usually experienced in a residential neighborhood (traffic, parking, noise, lighting, odors, fumes, hazards, and electrical interference). If the business is changed or expanded, additional permitting may be required.
6. Limited on-premises sales of products or stock-in-trade may be permitted in conjunction with a residential business; provided, the product is an accessory to a service, customer visits are arranged by appointment, and the applicant can clearly demonstrate that such on-premises sales will not be inconsistent with the criteria set forth above and Tacoma Municipal Code (TMC)13.06.080.G.
7. No limitation to the number of people that do not reside on the premises which engage in the residential business, so long as no negative impacts are found and must be consistent with the criteria set forth above.
8. Any aspects of the business that are available to the public shall only be conducted between 8:00 a.m. and 8:00 p.m.
9. Parking of commercial vehicles (over 10,000 lbs.) will be limited to one hour, unless engaged in legitimate loading or unloading activities. Blocking vehicle or pedestrian traffic on any portion of a public street, alley, or sidewalk may require additional permits. Please see TMC Title 11 or contact Planning and Development Services (PDS) for more information.
10. Food and beverage production, or catering will obtain all required approvals from other applicable agencies, including the Tacoma-Pierce County Health Department.
11. One non-illuminated nameplate (max. size 1.5 square feet) placed flat against the building shall be allowed for each dwelling containing a residential business.
12. The PDS Director may attach additional conditions to a residential business license to ensure that the criteria are met.
13. A residential business exceeding the standards listed above may be subject to a Conditional Use Permit (CUP) approval as a residential business 2 per TMC 13.05.010.A. However, conditions 1, 5, and 8 may not be exceeded through a CUP.

I agree to the limits of the residential business permit as specified above and the additional requirements shown on the reverse side of this agreement. I understand the City may revoke/deny my license(s) should I fail to comply with the terms and conditions.

Signature

Date



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Conditional Residential Business Agreement Additional Requirements

I am the occupant of the subject property and I agree to conduct a residential business in accordance with all City codes and ordinances. Certain types of residential business have additional conditions and applicable regulations.

I understand that I am subject to the conditions set forth below in addition to regulatory inspections.

Craft Food Production

1. Contact the following agencies to confirm that requirements are met before proceeding with business operations:
 - a. Tacoma-Pierce County Health Department (all food/drink production or catering)
 - b. Puget Sound Clean Air Agency (coffee roasters)
 - c. Washington State Liquor and Cannabis Board (alcohol)
 - d. Washington State Licensing (all food/drink production)
2. All operations and storage need to be contained within the residential building(s).
3. No noticeable odors from the food/beverage production emitting from the property.
4. Distilleries and marijuana production are prohibited as residential businesses.

Dog Daycare

1. Limited to a Capacity of 6 dogs within the dog daycare operations.
2. Must be cared for within an enclosed building.
3. No more than one dog at any one time may be allowed outdoors periodically.

Scrap Metal

1. All business operations and storage must be contained within an enclosed building that is no more than 500 square feet in size. Such building shall be in compliance with applicable building and land use regulations.
2. On-site processing of scrap metal is prohibited.

Vehicle Repair

1. Work shall be limited to Light Automotive Repair and General Engine Repair as defined in the City of Tacoma Planning and Development Services Division Policy Statement for Automobile Repair as Residential Businesses, dated October 23, 2006.
2. All repair work shall be conducted within an enclosed structure.
3. Any vehicles waiting for service shall be stored in an enclosed structure.

Hulk Hauler

1. No vehicles in the process of being transported shall be stored on the subject site. This includes vehicles attached to or on the transport vehicle.

This document should not be used as a substitute for codes and regulations. The applicant is responsible for compliance with all code and policy requirements, regardless of whether they are referred to or contained within this document.