Major Home Business

What is a Home Business?

Home businesses are commercial activities carried on within a dwelling by a member or members of the family who occupy the dwelling. The home business is secondary to the use of the dwelling for living purposes, and the residential character of the dwelling must be maintained.

In Clark County, home businesses must be owned and operated by the resident owner or renter with owner consent. If more than one home business is operated out of the home, all businesses in combination must not exceed the applicable standards. Uses that are otherwise listed as permitted outright, a conditional use, or a use subject to review and approval under the zone in which the property is located, cannot be approved under the home business ordinance.

Do all home businesses need a Home Business permit?

If your business has a minimal impact to the neighborhood, and is limited to the following standards, a home business permit from the county is **not required**. However, **a building permit may be required:**

In urban areas:

- A maximum of 25 percent of gross floor area or 1,000 square feet (whichever is less) of the dwelling and attached garage may be used for the home business (see page six for "gross floor area" definition)
- No use of accessory structures for the home business
- Maximum of two employees who come to the home business location, with one parking space on-site for each non-resident employee
- No customers that come to the home business location
- No outside storage
- No heavy equipment; no more than one home business-related vehicle
- No on-site retail sales
- No more than one sign related to the home business of two square feet or less.

In rural areas:

- A maximum of 25 percent of gross floor area or 1,000 square feet (whichever is less) of the dwelling and attached garage may be used for the home business (see page seven for "gross floor area" definition)
- Use of up to 400 square feet of an accessory structure
- Maximum of two employees who come to the home business location, with one parking space on-site for each non-resident employee
- No customers that come to the home business location
- No outside storage
- No heavy equipment; no more than one home business-related vehicle; and, no on-site retail sales
- No more than one sign related to the home business of two square feet or less

Note:

- There is no minimal lot size for exempt home businesses
- Two or more exempt home businesses on the same parcel require application for a Type I or II Home Business permit if the combined features of each business exceed the above standards

Community Development
1300 Franklin Street, Vancouver, Washington
Phone: (360) 397-2375 Fax: (360) 397-2011
www.clark.wa.gov/community-development

For an alternate format, contact the Clark County ADA Compliance Office.
Phone: (360)397-2322
Relay: 711 or (800) 833-6384
E-mail: ADA@clark.wa.gov

What is the difference between a minor and major home business?

The review process depends on whether you are in the urban or rural areas, and the extent of the impacts the business may have on the neighborhood. The distinctions are summarized below:

Minor Home Business - Urban
A maximum of 25 percent of the gross floor area or 1,000 square feet (whichever is less) of the dwelling may be used for the home business
Use of up to 400 square feet of an accessory structure
Maximum of two on-site, non-resident employees; one parking space for each
Maximum of six on-site customers per day
No heavy equipment or outside storage; one business-related vehicle
Incidental on-site retail sales only
Hours of operation: 7 a.m. to 8 p.m.
May have one sign up to two square feet in size

Major Home Business - Urban
A maximum of 25 percent of the gross floor area or 1,000 square feet (whichever is less) of the dwelling may be used for the home business
Use of up to 900 square feet of an accessory structure
Maximum of three on-site, non-resident employees; one parking space for each
Maximum of 12 on-site customers per day
No heavy equipment or outside storage; three business-related vehicle
No outside activity area
Incidental on-site retail sales only
Minimum lot size: 10,000 square feet
Hours of operation: 7 a.m. to 8 p.m.
May have one sign up to two square feet in size

Note: On-site retail (other than incidental), adult entertainment enterprises as defined in Clark County Code, Chapter 5.45, automotive recycling material facilities, and in urban areas, new facilities for servicing motor vehicles are prohibited.

Minor Home Business - Rural
A maximum of 25 percent of the gross floor area or 1,000 square feet (whichever is less) of the dwelling may be used for the home business
Use of up to 1,000 square feet of an accessory structure
Maximum of three on-site, non-resident employees; one parking space for each
Maximum of six on-site customers per day
No outside storage; two business-related vehicles; two pieces of heavy equipment
Incidental on-site retail sales only
Hours of operation: 7 a.m. to 8 p.m.
May have one sign up to two square feet in size

Major Home Business - Rural
A maximum of 25 percent of the gross floor area or 1,000 square feet (whichever is less) of the dwelling may be used for the home business
Use of accessory structure based on parcel size; see CCC Table 40.260.100-1
Maximum number of on-site, non-resident employees based on parcel size; see CCC Table 40.260.100-1; one parking space for each
Maximum of on-site customers per day, see CCC Table 40.260.100-1
Outside storage based on CCC Table 40.260.100-1; vehicles and heavy equipment based on CCC Table 40.260.100-1
Activity area minimum 50' setback and screened
Incidental on-site retail sales only
Minimum lot size: 2.5 acres
Hours of operation: 7 a.m. to 8 p.m.
May have one sign up to two square feet in size

Are there other permits that may be required?

Yes, in most cases.

Building Permit

Depending upon your home business situation, you will need a residential or commercial building permit.

Home business applications and building permits must be submitted at the same time.

A residential building permit is required when your home business will be located inside the home or in an attached garage, and the area used for the home business is 500 sq. ft. or less.

The areas used for your home business that are used by employees or customers are required to meet the Americans with Disabilities Act (ADA) standards, including parking, accessible route and entry under Section 3409 of the International Building Code (IBC).

A commercial building permit is required when your home business will be located in a structure that is detached from the home or the structure, addition, or space used for home business is over 500 sq. ft.

The areas used for a home business that are used by employees or customers are required to meet the ADA standards, including parking, accessible route and entry under Section 3409 of the IBC. Home businesses over 500 square feet will be required to comply with all applicable provisions of the IBC, Section 3411 Accessibility to Existing Buildings

Before the home business owner applies for a home business permit, they should meet with a Plans Examiner and Permit Technician at the Permit Center to determine the extent of building permit requirements and fees.

For more information general building permit questions, call (360) 397-2375, ext. 4078.

For more information on ADA standards, call Dave Maret at (360) 397-2375, ext 4091.

Fire Marshal

Approval from the Fire Marshal may be required if your home business is a non-office type of work (e.g., wood working or other types of manufacturing). Call (360) 397-2375, ext. 3396 for more information.

Electrical

Labor & Industries conducts all electrical plan reviews and inspections for the county. For all electrical work, call (360) 896-2300.

Critical Areas

If you are proposing to construct new buildings or commence home business activities within an environmental critical area additional permits may be required. Such critical areas include: Shoreline Management areas, Critical Aquifer Recharge Areas (CARA), geo-hazard, floodplains, wetlands and habitat. Contact the Permit Center at (360) 397-2375, ext. 4489.

Certain activities can have a negative impact on groundwater such as vehicle service and repair shops, auto wrecking, storage of hazardous substances, and similar activities and are required to receive approval under a CARA permit prior to issuance of a Home Business Permit.

Public Health

If the home business will be using a septic or water well system, you should consult with Public Health. Call (360) 397-8428 for more information.

If the home business will use public sewer, approval from the provider is required. Contact Clark Regional Waste Water

District located at 800 NE 52nd Ct, (360) 750-5876, or the city of Vancouver located at 415 W 6th St., Vancouver WA, (360) 487-7866.

Is outside storage of home business related items allowed?

Outside storage is allowed only for Major Rural Home Businesses. The storage area must be screened from public view. The required screening must meet the county's L3 landscaping standard which is defined as:

> "The L3 standard provides physical and visual separation between uses. The L3 standard requires enough high shrubs to form a screen six (6) feet high and ninety-five percent (95%) opaque year around. In addition, one tree is required per thirty (30) lineal feet of landscaped area or as appropriate to provide a tree canopy over the landscaped area.
>
> "Groundcover plants must fully cover the remainder of the landscaped area. A six (6) foot high wall or fence, with or without a berm, may be substituted for shrubs, but the trees and groundcover plants are still required. When applied along street lot lines, the screen or wall is to be placed along the interior side of the landscaped area."

See page nine of this handout for more information.

Are there additional requirements if I live on a private road?

Under the Type II review process, the county will visit the site and may require certain roadway improvements to ensure a minimizing of dust, noise, trip generation, and road safety and maintenance are adequately addressed.

What is the application process?

Staff at the Permit Center, located at the Public Service Center, 1300 Franklin Street, first floor, Vancouver, Washington, will assist with the application process.

For a Major Home Business, the first step is to determine if a State Environmental Policy Act (SEPA) environmental checklist must be submitted. Generally, if your home business proposes the following, a complete SEPA checklist must be submitted with your application.

Urban area
- 10,000 square feet or more of agricultural building
- 500 cubic yards or more of grading

Rural area
- 10,000 square feet or more of agricultural building
- 500 cubic yards or more of grading

Also, if any proposed activity will take place in any of the following critical areas, a critical area permit (e.g., Shoreline or Habitat permit) and a SEPA review is required:
- Shoreline
- Unstable Slopes
- Slopes over 40 percent
- Floodplain
- Wetlands
- Habitat

Permit Services staff will assist the applicant in determining if a SEPA checklist is required with the application. The SEPA Review Application Form and Environmental Checklist are available at the Permit Center.

Once the SEPA checklist is completed, submit the application package to the Permit Center. Use the submittal checklists to make sure that your application packet is complete.

Note: A pre-application conference is **not** required for a Home Business request.

What is a SEPA checklist and what is its purpose?

The State Environmental Policy Act (SEPA) requires that a review of the potential environmental impacts of the proposed subdivision be conducted. County staff and interested agencies will review the home business application to determine its compliance with applicable federal, state and county code. Through this process a determination will be made as to whether the impacts will be considered non-significance (DNS), mitigated non-significance (MDNS), or significance (DS).

For a DNS or MDNS determination, an analysis will be incorporated within the Staff Report referenced below. If a DS determination is made, the applicant is required to prepare an Environmental Impact Statement (EIS) prior to the county considering the proposed home business. The SEPA determination is published in *The Columbian* newspaper.

What if I didn't submit all of the required information?

The county conducts two application checks to ensure that applications are complete before staff begins their development review process. Prior to accepting your application, the Permit Center staff will conduct a **Counter Complete** review of your submittal package. This initial review ensures that all main listed within the submittal requirement lists have been submitted before accepting your application (see attached submittal requirements).

Once your application is accepted, the original submittal package is routed to our review staff. Staff conducts a second completeness check, known as the **Fully Complete** review. This more detailed review ensures that all items under the numbered headings of the attached Submittal Requirements have been submitted. As an example, does the Site Plan include the location and dimensions of all structures, outside storage areas, and activity areas.

If required items are missing from your original submittal, you will receive a letter of **Not Fully Complete** with a list of the missing items. If you have not submitted the requested information within 30 days of this written request, staff will return your application and refund the application fee, less the processing costs incurred to date.

If **all** of the submittal requirements have been met, the applicant will be directed to submit five additional copies that contain the revisions and additional information that may have been required to be Fully Complete. Once all Fully Complete copies have been received, you will receive a **Fully Complete** determination letter and be vested on the date you submitted the Fully Complete application.

What kind of public notice is provided?

A public notice describing the proposal will be mailed to property owners within a 300' radius of the project (if within an urban growth boundary) or a 500' radius of the project (if outside an urban growth boundary), the area neighborhood association representative, and to the applicant. This notice is mailed within 14 calendar days from the Fully Complete date.

The notice will invite written comments to be submitted within 14 calendar days of the date of the notice. Copies of any written comments received in a timely manner will be sent to the applicant. The applicant may submit a written response to the comments received within 14 days from the date the comments are mailed to the applicant.

Who makes the decision and when will it be made?

For major home businesses, a Type II review, a decision by the Responsible Official will be mailed to the applicant within 78 days of a Fully Complete determination.

Can the decision be appealed?

The Responsible Official's decision may be appealed to the county Hearing Examiner by the applicant or any person or group. An appellant must submit an appeal application and fee within 14 calendar days after the written notice of the decision is mailed.

See our *Appeals* handout for more information.

Note: Approval of this application does not constitute approval of modification to existing driveways or construction of a new driveway. Construction of a new driveway or modification to an existing driveway requires a *Driveway Approach Permit*, which applied for and issued at the Permit Center.

This handout is not a substitute for county code. For more detailed information, please refer to Clark County Code Section 40.260.100 Home Businesses.

Home Business Definitions

Activity area - See home business activity area.

Gross Floor Area - includes basement and attached garage, but does not include an unfinished attic or a detached garage.

Heavy equipment - means any free-standing piece of equipment with a gross vehicle weight of 15,000 pounds (as defined by the manufacturer) or greater that is used for the purpose of a home business and that is typically transported to a job site by a vehicle. The term shall include equipment that is motorized or non-motorized, stationary, or self-propelled. Tools or pieces of machinery that are permanently located within an accessory structure shall not be counted as heavy equipment for the purposes of this section.

Home business activity area - (hereafter activity area) means a defined outside area used in conjunction with a home business that includes all outside activities associated with the home business, including, but not limited to parking areas used for business vehicles and equipment, areas used for loading and unloading, worker or client parking areas, and areas used for outdoor storage.

Incidental retail sales - means retail sales that are ancillary and secondary to the home business, such as selling shampoo from a home hair salon.

Outdoor storage - means the outdoor holding of any materials or merchandise, whether covered or uncovered, used or associated with a home business.

Trailer - is a non-motorized vehicle that is licensed for road use that is used exclusively, or in part, for the purpose of a home business. Trailers equipped by the manufacturer as combination tractor-trailers shall not be counted as a separate trailer, but shall be considered together with their tractor a part of a single vehicle.

Vehicle – (for the purposes of this ordinance) means any motorized vehicle licensed for road use that is used exclusively, or in part, for the purpose of a home business. A vehicle equipped by the manufacturer to serve as a combination tractor-trailer shall be counted as a single vehicle.

Table 40.260.100-1 Rural Major Home Business Requirements

Lot size (acres)[1]	≥ 2.5 & < 5	≥5 & < 7.5	≥7.5 & < 10	≥ 10 & < 15	≥15 & < 20	≥ 20
Maximum allowable use of accessory structures (sq. ft.)[2]	2,500	3,000	3,500	4,000	4,500	5,000
Maximum number of non-resident employees[3]	4	4	4	6	6	6
Maximum activity area[4]	4,000 sq. ft.	2% of parcel size	2% of parcel size	2% of parcel size	2% of parcel size	2% of parcel size
Maximum number of vehicles	No limit[5]	No limit[5]	No limit[5]	No limit[5]	No limit[5]	No limit[5]
Maximum number of trailers	No limit[5]	No limit[5]	No limit[5]	No limit[5]	No limit[5]	No limit[5]
Maximum number of pieces of heavy equipment	No limit[5]	No limit[5]	No limit[5]	No limit[5]	No limit[5]	No limit[5]
Maximum average number of trips per day (roundtrips) (i.e., total number of customers per day)	6	8	10	12	12	12

Footnotes:

[1] Parcels in contiguous ownership may **not** be added together for purposes of determining parcel size.

[2] Accessory structure is defined in Section 40.100.070, and does not include an attached garage.

[3] Includes contract employees and full-time employee equivalents.

[4] As defined in Subsection 40. 260.100(C)(4).

[5] Must be kept within the landscaped/screened activity area.

L3 Screening Standards

Intent The L3 standard provides physical and visual separation between uses or development principally using screening. It is used where such separation is warranted by a proposed development, notwithstanding loss of direct views.

Required Materials The L3 standard requires enough high shrubs to form a screen six feet high and 95 percent opaque year around. In addition, one tree is required per 30 lineal feet of landscaped area or as appropriate to provide a tree canopy over the landscaped area.

Groundcover plants must fully cover the remainder of the landscaped area. A six foot high wall or fence that complies with an F1 or F2 standard (see Figure 40.320.010-6 and Figure 40.320.010-7 below) with or without a berm may be substituted for shrubs, but the trees and groundcover plants are still required.

When applied along street lot lines, the screen or wall is to be placed along the interior side of the landscaped area (see Figure 40.320.010-3 below).

Figure 40.320.010-3
L3 - High Screen Landscaping

Figure 40.320.010-6
F1 - Partially Sight Obscuring Fence

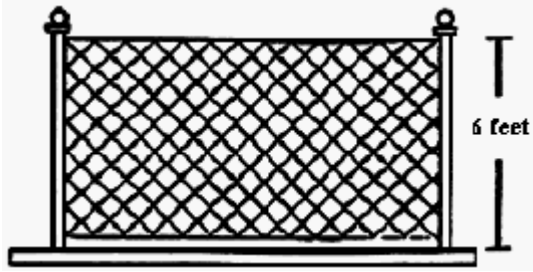
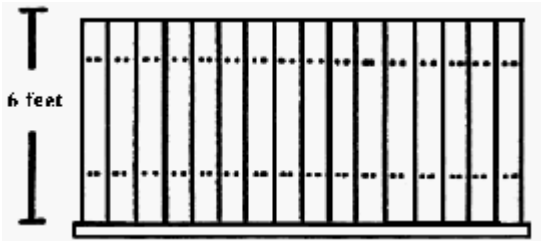


Figure 40.320.010-7
F2 - Totally Sight Obscuring Fence



Submittal Requirements

The following checklist identifies information to be included with the application.

All items with an underlined space (i.e., ___) must be submitted before the application will be considered **Counter Complete**.

All items with a check box must be submitted before the application will be determined **Fully Complete**. All bulleted items must be submitted, as applicable, but are not a Fully Complete requirement.

At the time of application, only one copy of the main submittal with original signatures, shall be submitted and bound by a jumbo clip or rubber band. One copy of any special studies, such as wetland, floodplain, etc., shall also be submitted but bound separately.

1. __ Application form
The application form shall be completed and original signed in ink by the applicant.

2. __ Application fee
The required fee shall accompany the application. The check is to be made payable to Clark County Community Development.

3. __ Developer's GIS packet
A copy of the Developer's GIS Packet shall be submitted with the application. Applicants have the option of requesting their GIS Developer's Packet in PDF format on a CD or posted to one of our FTP sites. To order Developer's Packets, please contact GIS at (360) 397-2391 ext. 4082 or themapstore@clark.wa.gov.

The packet includes the following:
- General Location Map
- Property Information Fact Sheet
- Arterial Roadway, C-Tran Bus Routes, Parks and Trails Map
- Elevation Contours Map
- Photography Map
- Photography Map with Contours
- Zoning Map
- Comprehensive Plan Map
- Water, Sewer and Storm Systems Map
- Soil Type Map
- Environmental Constraints Map
- Quarter Section Map

4. __ Legal description
A full and complete legal description of the property must be submitted. Available from a title company or a surveyor.

5.__ Applicant Agreement form
A completed and signed *Applicant Agreement* form must be submitted. See attachments.

6. __ Site plan

A site plan, drawn to scale, must be submitted that identifies the following:

- ❒ Location (i.e., distances from property line to structures) and dimensions of all structures, outside storage areas and activity areas:
- ❒ Location of existing vegetation to remain, to include species, width and height;
- ❒ Location of existing berms, fences and/or walls to remain;
- ❒ Location, species, width and height of proposed vegetation; and,
- ❒ Location, width and height of proposed berms, walls and fences.

7. __ Written narrative

A written narrative must be submitted to include the following:

- ❒ A description of the home business, including activity levels; size of activity area, number of employees (if any), number of daily customer and deliveries, etc.
- ❒ How the outside activity area is proposed to be visually screened from adjacent residences, either by existing vegetation, terrain, or sight obscuring landscape/screening methods to at least an L3 standard, as established in Clark County Code, Section 40.320
  - ❒ How the outside activity area will be set back from the property line a minimum of 50 feet, or the existing terrain provides a sight-obscuring barrier, landscaping and screening

8. __ Associated permit applications

Where the proposed Home Business triggers other permits (e.g., stormwater, habitat, wetland, forest practices, building, etc.), such permit applications shall be included with the Home Business application package.

9. __ Submittal copies

- ❒ One copy of the main submittal, bound by a jumbo clip or rubber band, with original signatures
- ❒ One copy of any special studies (e.g., wetland, floodplain, etc) bound separately

After the application is fully complete, the new copies must contain revisions and any additional information required in the fully complete review. The copies must be bound using jumbo clips, stapled or spiral bound. The applicant must select Option A or B below and proceed as follows:

Option A

Submit a CD in PDF format, with a copy of the fully complete application. Any special studies shall also be included on the CD. The CD application shall be organized as follows:

- The application submittal shall be organized in the same order as the fully complete application table of contents, with a separate PDF document for each separate item.
- The PDF document must be organized into separate files. Each PDF file must be labeled with a number followed by a name (example):
  1. Cover Sheet and Table of Contents
  2. Application form
  3. Application fee
  4. etc.

If submitting by CD, you will also need to include three full-size sets of paper plans.

Option B
Submit five additional individually bound paper copies of the fully complete application, except any special studies as identified within the Pre-Application Conference Report.

We are also requesting that an electronic copy of the land division/site plan be submitted by email to:
angie.merrill@clark.wa.gov

The applicant will also be required to submit additional individually bound copies of any special studies as identified below.
Copies of any special studies as identified within the Pre-Application Report as following:
- ❒ One original and three copies - Traffic Study and Road Modification requests
- ❒ One original and two copies of all other special studies or permits to include: Critical Aquifer Recharge Areas (CARA), floodplain, geo-hazard, habitat, shoreline, stormwater, erosion control plan, and wetland.
- ❒ Two reduced copies on 11" x 17" for all sheets larger than 11" x 17."

Private Road Access Review Submittal Requirements

The following checklist identifies information to be included with the application.

All items with an underlined space (i.e., ___) must be submitted before the application will be considered **Counter Complete**.

All items with a check box must be submitted before the application will be determined **Fully Complete**. All bulleted items must be submitted, as applicable, but are not a Fully Complete requirement.

At the time of application, only one copy of the main submittal with original signatures, shall be submitted and bound by a jumbo clip or rubber band. One copy of any special studies, such as wetland, floodplain, etc., shall also be submitted but bound separately.

1. __ Application form
The application form shall be completed and original signed in ink by the applicant.

2. __ Application fee
The required fee shall accompany the application. The check is to be made payable to Clark County Community Development.

3. __ Developer's GIS packet
A copy of the Developer's GIS Packet shall be submitted with the application. Applicants have the option of requesting their GIS Developer's Packet in PDF format on a CD or posted to one of our FTP sites. To order Developer's Packets, please contact GIS at (360) 397-2391 ext. 4082 or themapstore@clark.wa.gov.

The packet includes the following:
- General Location Map
- Property Information Fact Sheet
- Arterial Roadway, C-Tran Bus Routes, Parks and Trails Map

- Elevation Contours Map
- Photography Map
- Photography Map with Contours
- Zoning Map
- Comprehensive Plan Map
- Water, Sewer and Storm Systems Map
- Soil Type Map
- Environmental Constraints Map
- Quarter Section Map

4. __ Legal description
A full and complete legal description of the property must be submitted. Available from a title company or a surveyor.

5. __ Applicant Agreement form
A completed and signed *Applicant Agreement* form must be submitted. See attachment.

6. __ Site plan
A site plan, drawn to scale, must be submitted that identifies the following:
- ❒ Location and dimensions of the private road (i.e., roadway easement or separate tract) and all properties having access to the road;
- ❒ Existing roadway improvements (e.g., gravel, asphalt, curbs etc), type, location and dimensions.
- ❒ **Proposed** roadway improvements (e.g., gravel, asphalt, curbs etc), type, location and dimensions.

7. __ Written narrative and evidence
A written narrative and evidence must be submitted describing how the existing and/or proposed roadway improvements will ensure that safety and maintenance impacts are adequately mitigated. The impacts shall include, but are not limited to dust, noise, trip generation, and road safety and maintenance.

8. __ Associated permit applications
Where the proposed Home Business triggers other permits (e.g., stormwater, habitat, wetland, forest practices, building, etc.), such permit applications shall be included with the Home Business application package.

9. __ Submittal copies
One copy of the main submittal, bound by a jumbo clip or rubber band, with original signatures

When all required information is submitted with the original application, the applicant will be directed to submit five additional individually bound copies of the main submittal packet including copies of the Developer's GIS Packet. The copies must be bound using jumbo clips, stapled, etc.

Fee schedule

The following fees are required to be paid when the application is submitted.

Urban and Rural Type II Review

Planning	$1,200
Issuance	$53
SEPA review, if applicable	$1,222
Issuance	$53
Fire Marshal review, if applicable	$434
CARA permit, if applicable	$1,378
Issuance	$53

Building permits to be calculated separately as needed

Urban Applicant Agreement

Case number: _____
Applicant name: _____
Home business address:

_____

Description of home business:

_____

_____

_____

_____

_____

The following is a list of the required conditions for operating a Major Home Business - Urban. **Please read and initial each item and sign the certification agreeing to comply with these conditions.**

___ I am the owner and operator of the subject home business, and resident owner or renter of the property who occupies the property as their principal residence.

___ The home business will not occupy more than 25 percent of the gross floor area of the dwelling or exceed 1,000 square feet, whichever is less.

___ No more than one sign related to the home business of two square feet or less in size will be posted on the property.

___ Only incidental on-site retail sales will be allowed; and, the following activities will not take place on the property: adult entertainment enterprises as defined in Clark County Code, Chapter 5.45; automotive recycling materials facilities; and new facilities for servicing motor vehicles.

___ No more that 900 square feet of an accessory structure will be used for the business.

___No more than three non-resident employees who come to the home business location will be allowed, and one additional on-site parking space will be provided for each non-resident employee.

___ No more than 12 customers per day will come to the home business location.

___ There will be no outside storage.

___ There will be no heavy equipment and no more than three home business-related vehicle.

___ The hours of operation will not extend beyond 7:00 a.m. to 8:00 p.m. for on-site business.

___ The parcel upon which the home business is located is 10,000 square feet or greater in size.

___ The home business is **not** accessed from a private road;
OR
___ I have attached all required submittal items listed under the *Private Road Access Review Submittal Requirements*.

I have read and understand the above conditions for a Type II Urban Home Business, and agree to abide by these conditions; and certify that all information submitted with this application is complete and correct. I understand that I must continually meet these standards and any conditions of approval specified in the decision in order to maintain a valid permit, and that this permit shall be automatically void if I change residences.

I attest that all structures used for this home business are in compliance with applicable building and fire codes.

Applicant signature Date

A letter of authorization required if other than property owner.

Rural Applicant Agreement

Case number: _____
Applicant name: _____
Home business address:

_____
Description of home business:

_____
_____
_____
_____
_____

The following is a list of the required conditions for operating a Major Home Business – Rural. **Please read and initial each item and sign the certification agreeing to comply with these conditions.**

___ I am the owner and operator of the subject home business, and resident owner or renter of the property who occupies the property as their principal resident.

___ The home business will not occupy more than 25 percent of the gross floor area of the dwelling or exceed 1,000 square feet, whichever is less.

___ No more than one sign related to the home business of two square feet or less in size will be posted on the property.

___ The lot size upon which the home business is located is ___ acres. A minimum of 2.5 acres is required.

___ Only incidental on-site retail sales will be allowed; and, the following activities will not take place on the property: adult entertainment enterprises as defined in Clark County Code, Chapter 5.45 and automotive recycling materials facilities.

___ Under Table 40.260.100-1, I am allowed to use up to ____ square feet of accessory structures for the home business, and agree **not** to exceed this amount.

___ Under Table 40.260.100-1, I am allowed up to __ non-resident employees who come to the home business location, and agree **not** to exceed this amount.

___ Under Table 40.260.100-1, I am allowed to have up to __ customers per day, based on my land area, and agree **not** to exceed this amount.

___ Under Table 40.260.100-1, I am allowed an outside storage area up to two percent of the parcel size, which is ___ square feet, and agree **not** to exceed this amount.

___ All outside activity areas will be screened per the approved site plan that is attached.

___ The hours of operation will not extend beyond 7:00 a.m. to 8:00 p.m. for on-site business.

Home Business for Servicing Motor Vehicles
___ The home business is **not** providing servicing for motor vehicle.
OR
___ The home business is providing motor vehicle services; and,
___ The activity area is no more than two percent of the parcel;
___ The accessory structure utilized for this home business (if applicable) does not exceed 1,500 square feet in size; and,
___ The activity area is proposed to be landscaped and screened to the L3 standard.

Home Businesses on Private Roads
___ The home business **IS / IS NOT** accessed from a private road.
OR
___ I have attached all required submittal items listed under the *Private Road Access Review Submittal Requirements*.

I have read and understand the above conditions for a Type I Rural Home Business, and agree to abide by these conditions; and certify that all information submitted with this application is complete and correct. I understand that I must continually meet these standards and any conditions of approval specified in the decision in order to maintain a valid permit, and that this permit shall be automatically void if I change residences.

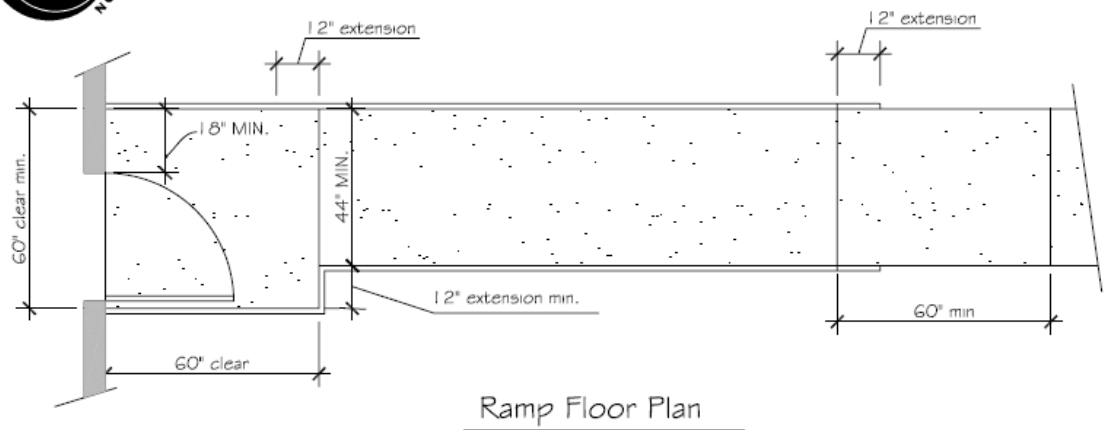
I attest that all structures used for this home business are in compliance with applicable building and fire codes.

Applicant signature Date

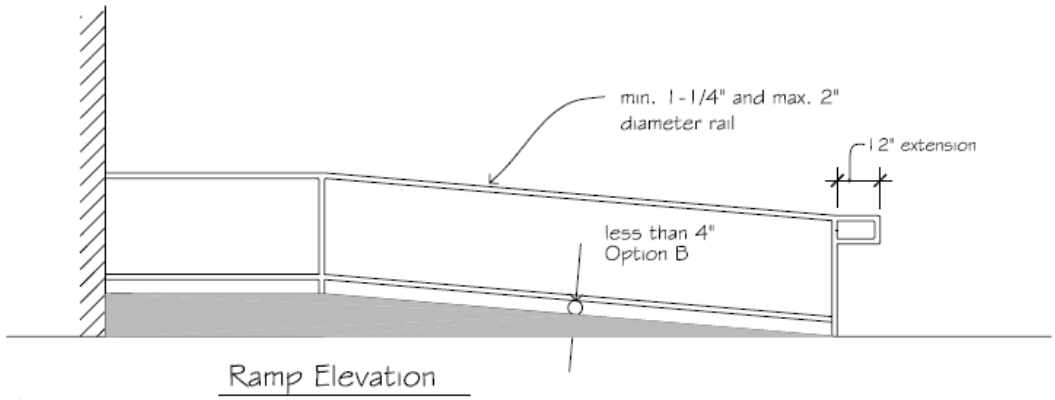
A letter of authorization required if other than property owner.

Stairway and ADA ramp details

CLARK COUNTY BUILDING DIVISION



Ramp Floor Plan



Ramp Elevation

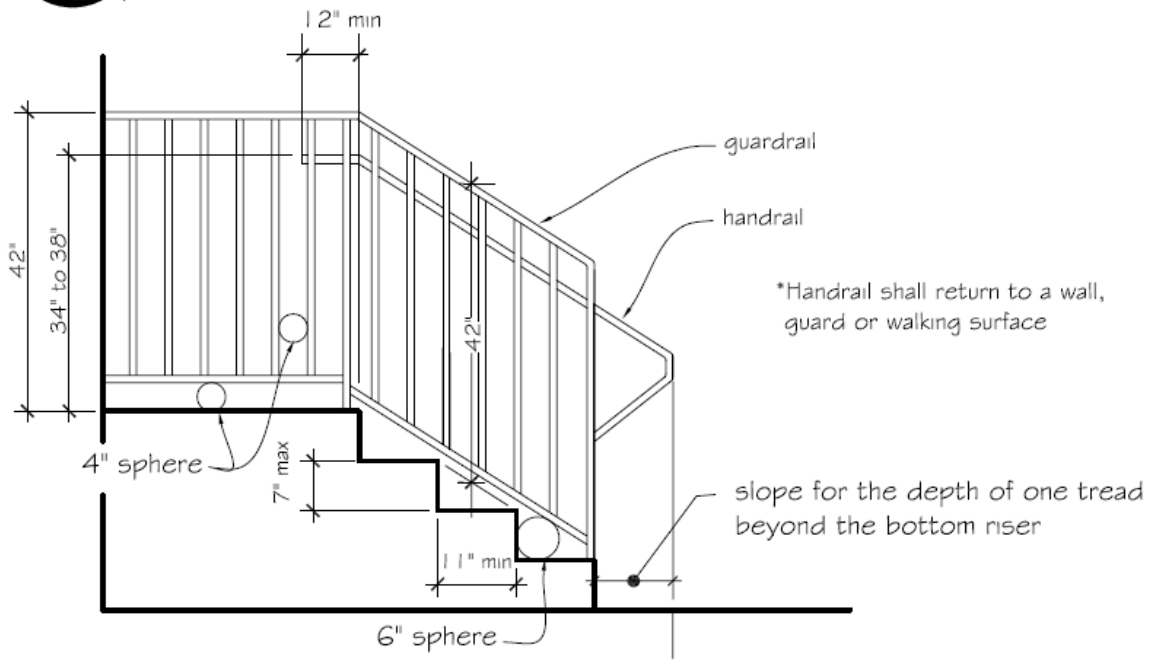
Note:

(All code secstions shall be ICC/ANSI A117.1-2003)

1. Min. clear width shall be 44 inches. See WAC 51-50 Section 1101.2.2.
2. Max. ramp slope runs shall be not steeper than 1 vert. in 12 horiz. and the maximum cross slope shall not be steeper than 1 vert. to 48 horiz. See Section 405.7.
3. Max. rise of 30" vertical between landings. See Section 405.6.
4. 60" x 60" landing required where ramp changes direction. See Section 405.7.4.
5. Ramp runs with a rise greater than 6" shall have handrails complying with WAC 51-50-1010.8 and ANSI standards. At less one ramp handrail shall extend horiz. above the landing 12 inches min. beyond the top and bottom of ramp runs. Handrails shall have an outside diamenter of 1-1/4" min. and 2 inches max. or comply with section 505.7.2 for noncircular cross sections. Clearance between handrails and adjacent surgaces shall be 1-1/2 inches clear.
6. Edge protection required on each side of ramp per one of the following three options: Option (A) Extended floor of the ramp run and or ramp landing shall extend 12 inches beyond the inside face of the railing per section 405.1; or Option (B) Provide a curb or barrier that prevents the passage of a 4" diameter sphere where any portion of the sphere is withing 4" of the floor per 405.2; or Option (C) Provide a rail mounted elow the handrail mounted 17 to 19 inches above the ramp and landing per IBC 1010.9.1.
7. Manuvering clearances at door shall comply with Section 404.2.3.
8. Guards required on open-sided walkway of ramp and landing where located more than 30 inches above the floor or grade below. See IBC 1012.

EXTERIOR ACCESSIBLE RAMPS MN 1020 MLM 8-4-05 MSC-1020

Clark County Building Safety Division



Note: STAIRWAY ELEVATION

1. Min. clear width shall be 44 inches. For occupant load less than 50 min. 36" width. IBC Section 1009.1.
2. Headroom. Stairways shall have a minimum headroom clearance of 80" measured vertically from a line connecting the edge of the nosings.
3. Stair tread and risers. Stair riser shall be 7 inches maximum and 4" minimum. Stair tread shall be 11" minimum.
4. The riser height shall be measured vertically between the leading edges of adjacent treads. The greatest riser height within any flight of stairs shall not exceed the smallest by more than 0.375". The tread depth shall be measured horizontally between the vertical planes of the foremost projection of adjacent treads and at right angle to the tread's leading edge. The greatest tread depth within any flight of stairs shall not exceed the smallest by more than 0.375".
5. The tolerance between the largest and smallest riser or between the largest and smallest tread shall not exceed 0.375" in any flight of stairs.
6. Stairs shall have handrails on each side. IBC Section 1009.11. Handrails shall be adequate in strength and attachment in accordance with IBC Section 1607.7. Handrail height not less than 34" and not more than 38" measured above tread nosing. Handrails shall extend horizontally at least 12" beyond the top riser and continue to slope for the depth of one tread beyond the bottom riser.
7. Guards required at stairways and landing located more than 30" above floor or grade. IBC Section 1012.1.
8. Guards shall be not less than 42" high measured vertically above the leading edge of the tread, adjacent walking surface.
9. Open guards shall have balusters such that a 4" diameter sphere cannot past through to a height up to 34" and 8" diameter sphere from 34" to 42" in height. Triangular openings formed by the riser shall be of a maximum size such that a 6" diameter sphere cannot pass through. IBC Section 1012.3.

EXTERIOR STAIRWAY- IBC MN 1031 mlm 9-25-06 MSC-1021