

## **Amendments Recommended by the Planning Commission**

### ***With modifications to Definitions, Accessory Dwelling Units, Home Occupations, Short Term Lodging, Group Care Facilities, and Parking Regulations***

#### **1. Changes and additions to Definitions, SMC 18.08**

##### **Add new section Accessory Dwelling Unit definition, SMC 18.08.002**

18.08.002 "Accessory Dwelling Unit" or ADU means a second dwelling unit added to, created within or detached from an existing single family detached dwelling for use as a complete independent unit with provision for cooking, eating, heating, sanitation and sleeping.

##### **Add new section Adult Family Home definition, SMC 18.08.003**

18.08.003 Adult Family Home. "Adult Family Home" means a residential home in which a person or persons provide personal care including room and board to individuals as regulated by Chapter 70.128 RCW.

##### **Add new section Contributing Resource definition, SMC 18.08.153**

18.08.153 Contributing Resource. "Contributing Resource" means a building, site, structure or object listed on the Steilacoom Register of Historic Places in SMC 2.14.050.

##### **Remove existing Historic sites definition, SMC 18.08.365**

~~18.08.365 Historic sites and structures. "Historic sites and structures" means primary and secondary historic sites and structures as described by SMC 2.14.050.~~

##### **Add new section Long Term Rental definition, SMC 18.08.417**

18.08.417 Long Term Rental. Long Term Rental means rental of a dwelling unit for a time period of 30 consecutive days or longer.

##### **Add new section Low Impact Development definition, SMC 18.08.485**

18.08.485 Low Impact Development (LID). "Low Impact Development" (LID) means a stormwater and land use management strategy that strives to mimic pre-disturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration by emphasizing conservation, use of on-site natural features, site planning and disturbed stormwater management practices that are integrated into a project design.

**Add new section Short Term Rental definition, SMC 18.08.823**

18.08.823 Short Term Rental. Short Term Rental means rental of a dwelling unit for a time period of less than 30 consecutive days.

## 2. Changes to ADU regulations, SMC 18.16.020

### 18.16.020 Accessory Dwelling Units.

(a) Purpose and intent. Accessory Dwelling Units (ADUs) are intended to:

- (1) Increase the supply of independent housing for a variety of households including the elderly, the disabled and young families;
- (2) Increase the supply of affordable housing;
- (3) Reduce the cost of home ownership for existing homeowners (e.g., retired on fixed income) as well as first-time home buyers (e.g., young families and single persons);
- (4) Increase home and personal security for occupants of the main building and the ADU;
- (5) Better utilize existing infrastructure and community resources within the Town of Steilacoom;
- (6) Increase residential density while protecting the character of existing single family neighborhoods; and
- (7) Encourage owners of historic properties to retain and maintain historic structures.

~~(b) Definitions. **Removed to Chapter 18.08**~~

~~\_\_\_\_\_ (1) "Accessory dwelling unit" means a second dwelling unit added to, created within or detached from an existing single family detached dwelling for use as a complete independent unit with provision for cooking, eating, heating, sanitation and sleeping.~~

~~\_\_\_\_\_ (2) "Affordable housing" is housing in which the occupant(s) are paying no more than thirty (30) percent of gross income for housing costs, including utilities.~~

~~\_\_\_\_\_ (3) "Historic sites and structures" means primary and secondary historic sites and structures as described by SMC 2.14.050~~

~~\_\_\_\_\_ (4) "Property owner or owners" means the legal holder or holders of title to real property in the Town of Steilacoom, as reflected in title records, or by the contract vendee.~~

~~\_\_\_\_\_ (5) "Principal dwelling unit" means the dominant permitted building or portion thereof of providing complete housekeeping facilities for one (1) family, not including garages and carports.~~

~~(c) (b) Standards and criteria.~~

(1) Design Standards. To ~~assure~~ ensure that they positively affect existing neighborhoods, all ADUs approved by the Town shall ~~shall~~ must meet the following standards and criteria:

(A) The design and size of the ADU shall must conform to all applicable standards in the building, plumbing, electrical, mechanical, fire, health, and any other applicable codes adopted by the Town of Steilacoom.

(B) Additions to any existing principal dwelling unit or construction of new detached ADUs shall must not exceed the allowable lot coverage or encroach into the existing yard setbacks required for principal buildings or structures in the Steilacoom Municipal Code.

(C) ADUs must be attached to or within the principal dwelling unit on the same building lot for parcels that are 9600 square feet or less. Detached ADU's may be permitted on building sites or parcels larger than 9,600 square feet in area.

(D) No more than one (1) ADU may be created per residence in single family zones.

(E) The property owner must occupy either the principal unit or the ADU as a permanent residence for at least six (6) months out of the year, provided that the Town of Steilacoom may waive this requirement for temporary absences of up to one (1) year, where the ADU has been a permitted use for at least two (2) years and the owner submits proof of absence from the state of Washington. The owner shall must file a certification of owner occupancy with the planning department prior to the issuance of the permit to establish an ADU, and annually thereafter.

(F) An ADU may be proposed in either an existing or new single family dwelling.

(G) ~~For non-historic sites and structures,~~ Except for Contributing Resources, the maximum floor area of the ADU shall ~~not exceed~~ is thirty-five (35) percent of the total square footage of the principal dwelling unit and ADU combined after modification. The total square footage excludes garages and other nonliving areas. This percentage may be exceeded for homes that are 1,000 square feet or less, provided all other requirements of this section are met. ~~In no case shall ADUs in non-historic sites and structures be less than 320 square feet or greater than 950 square feet in size. The minimum size for ADUs in properties not listed on the Steilacoom Registry of Historic Places in SMC 2.14.050 is 320 square feet and the maximum size is 950 square feet.~~

(H) ~~For historic sites and structures~~ Contributing Resources listed on the Steilacoom Registry of Historic Places in SMC 2.14.050, the maximum floor area of the ADU shall ~~not exceed~~ is 40% of the total square footage of the principal dwelling unit and ADU combined after modification. The total square footage excludes garages and other nonliving areas. This percentage may be exceeded for structures that are 1,000 square feet or less, provided all other requirements of this section, with the exception of subsection (a)(7), are met. ~~In no case shall~~ The minimum size for ADUs in ~~historic sites and structures~~ Contributing Resources ~~be less than~~ is 320 square feet in size.

(1) The single family appearance and character of the dwelling shall must be maintained when viewed from the surrounding neighborhood. Unless practically impossible, only one (1) entrance to the residential structure may be located on any street side of the structure, provided that this limitation shall does not affect the eligibility of a residential structure which has more than one (1) entrance on the front or street side on the effective date of the ordinance codified in this chapter (May 11, 1995).

(2) Parking. Principal dwelling units with ADUs shall must provide the number of parking spaces required by SMC Title 18 for a single family dwelling, plus one (1) additional off-street parking space to accommodate the actual number of vehicles used by occupants of both the principal dwelling and the ADU.

(3) Accessibility. In order to encourage the development of housing units for people with disabilities, the Town of Steilacoom may allow reasonable deviation from the stated standards and criteria to accommodate persons with disabilities.

~~(d) Legalizing existing Accessory Dwelling Units. Legalization process. All Accessory Dwelling Units which existed prior to adoption of this chapter, and are not otherwise qualified as a legal nonconforming use, may be legally established if a complete application is filed within six (6) months of the effective date of the ordinance codified in this chapter (October 11, 1995). Illegal ADUs brought into compliance with SMC 18.16.030 (a)(1), (4) and (5), SMC 18.16.030(b) and SMC 18.16.050(b) and (c) within twelve (12) months of the effective date of the ordinance codified in this chapter (May 11, 1996) shall not be found in violation of this chapter. Illegal ADUs not in compliance with these sections within twelve (12) months of the effective date of the ordinance codified in this chapter shall be found in violation and shall be subject to penalties as shall be established by the Steilacoom town council. ADU permit fee will be charged to bring a previously existing ADU into compliance with this chapter.~~

(c) Illegally created ADUs. Accessory Dwelling Units not created pursuant to this section are deemed illegally created. Owners and operators of illegally created ADUs are subject to penalties as established by the Town Council.

~~(e)~~(d) Application procedure.

(1) Application. All applications for an ADU permit shall be are made to the Town of Steilacoom community development department. A complete application shall consists of the ADU permit application, a complete building permit application, if structural modifications are needed, and a certification of owner occupancy from the owner(s) stating that the owner shall will occupy one of the dwelling units on the premises.

(2) Applications for ADU permits shall be are processed as provided in SMC Title 14.

(3) Final Approval Required. A final ADU permit may be issued by the Town of Steilacoom when:

(A) the ADU has passed final inspection by the building official or designee, and

~~(B) the applicant has provided evidence that the recording notice has been recorded as required by subsection (4) of this section.~~

~~(4) Recording Notice. Prior to the issuance of a final ADU permit, applicants shall must file with the Pierce County auditor's office a notarized recording notice in the form below. Such notice shall provide notice in the public record of the presence of the~~

ADU, the requirement of owner-occupancy, and other standards for maintaining the unit as described in this chapter. The Town will provide a form for this purpose.

~~Town of Steilacoom Recording Notice~~

This form shall ~~provides~~ notice in the public record of the presence of an Accessory Dwelling Units on the property described below. A permit for an Accessory Dwelling Units (ADU) was issued to     (current property owner)    , the current owner of the property described below on     (date)    . This permit does not run with the land and is automatically invalidated by the sale or transfer of this property.

Subsequent owners are ~~advised~~ that only one unit on the property may be rented, the other must be occupied by the owner. Subsequent owners who intend to maintain the existing ADU must apply to the Town of Steilacoom community development department for a new ADU permit. If the application for a new ADU permit is timely filed and if the ADU meets all requirements for ADUs then currently in effect at the time the original ADU permit was issued and if the subsequent owner has properly recorded the notice required by SMC 18.16.020-.050(e), a new permit will be granted.

The title holder or contract purchaser of the property described below shall must submit proof to the Town of Steilacoom that this notice has been filed with the Pierce County auditor's office prior to the issuance of a final ADU permit.

Legal Description of Property:

\_\_\_\_\_  
\_\_\_\_\_  
  
\_\_\_\_\_  
\_\_\_\_\_  
  
\_\_\_\_\_  
\_\_\_\_\_

Parcel Number: \_\_\_\_\_

Street Address: \_\_\_\_\_

Present Title Holder or Contract

Purchaser: \_\_\_\_\_

I certify that I know or have satisfactory evidence that \_\_\_\_\_ is the person who appeared before me, and said person acknowledged that \_\_\_\_\_ signed this instrument and acknowledged it to be \_\_\_\_\_ free and voluntary act for the uses and purposes mentioned in this instrument.

Dated: \_\_\_\_\_ Signature: \_\_\_\_\_

(Seal) Notary Public in and for the State

of Washington, residing at \_\_\_\_\_ My commission expires:  
\_\_\_\_\_."

~~(5) Change of Ownership. The ADU permit does not run with the land and is invalidated by the sale or transfer of the property. In the event that a subsequent owner of an approved ADU wishes to retain the ADU, then a new ADU permit is required. If application for such a permit is made within 60 days of the property transfer, a new ADU permit will be issued upon compliance with the following conditions:~~

~~\_\_\_\_\_ (A) it is determined by the building official that the ADU continues to meet the requirements for ADUs that were currently in effect at the time the original ADU permit was issued, and~~

~~\_\_\_\_\_ (B) the new owner has provided evidence that the recording notice has been recorded as required by SMC 18.16.050(5).~~

~~\_\_\_\_\_ If a subsequent owner of an ADU does not apply for a new ADU permit within 60 days of property transfer, then a new ADU permit may only be issued pursuant to the ADU requirements in effect at the time of property transfer.~~

(46) Permit Cancellation. Property owners wishing to invalidate a previously approved and registered ADU can do so by filing a letter with the building official, indicating the desire to cancel the permit. Evidence that the ADU no longer exists on the subject property shall must be provided to the satisfaction of the Town of Steilacoom. Cancellation may also occur as the result of an enforcement action, as provided in the Steilacoom Municipal Code and/or the Uniform Town Building Code. Reactivation of canceled ADU building permits may be considered pursuant to all applicable requirements of this chapter.

### 3. Changes to SMC 18.16.050 – Home Occupations

#### 18.16.050 Home occupations.

(A) Purpose. It is the purpose of this section to permit the limited use of residential property as a business as set out in the comprehensive plan. The plan further provides that home occupations should conform to the existing character of residential neighborhoods. Home occupations ~~shall~~ must be incidental or secondary to the primary residential use, and ~~shall~~ must not detract from a neighborhood's residential character.

(B) Exemptions.

~~(1) Short and Long Term Rental facilities including Bed and Breakfast Inns, Guest Rooms, and Boarding Houses, Group Care Facilities and residential rental property are exempt from the regulations in this chapter. Requirements in are regulated by SMC 18.16.060.~~

~~(2) Group Care Facilities are regulated by SMC 18.16.065.~~

~~(3) Long Term rental of entire dwelling units is not a home occupation.~~

(C) Prohibited Home Occupations. The following activities are prohibited as home occupations within residential zoning districts:

(1) Medical, dental, veterinary offices.

(2) Vehicle and heavy equipment repair, painting, rent, storage and sale.

(3) Rental of space for indoor storage.

(4) Outdoor activities, display, or storage related to the home occupation, except for plant nurseries.

(5) Adult entertainment.

(D) General Requirements. All enterprises defined as home occupations under this chapter, may be conducted within any residential unit of the Town of Steilacoom, subject to the following general requirements:

(1) All home occupations are required to have a Town of Steilacoom business license pursuant to SMC Chapter 5.04.

(2) All home occupations ~~shall~~ must be conducted entirely within the principal or accessory building.

(3) Home occupations ~~shall be~~ are customarily incidental or secondary to the use of the property as a dwelling, and ~~shall~~ must occupy no more than twenty-five (25) percent of the gross floor area of the dwelling unit.

(4) The operation of a home occupation ~~shall~~ must not require structural alterations which are not seen typically in Steilacoom residential architecture.



(5) The home occupation ~~shall~~ must not generate noise, vibration, smoke, dust, odor, heat, glare, light or electrical interferences produced which exceeds that customarily associated with residential use.

(6) Home occupations ~~shall~~ must not generate traffic in excess of that customarily associated with residential uses surrounding the site, provided that Class III family home day care facilities may generate more than customary traffic during pick-up and drop-off times.

(7) Parking ~~shall~~ must be provided as described in SMC 18.20.070.

(8) Use of hazardous materials or equipment must comply with Town Building Code and Fire Code requirements.

(9) Customer/client contact ~~shall be~~ is limited to the hours between 8:00 a.m. and 8:00 p.m., except for Class III family day care facilities.

(10) ~~There shall be~~ No special lighting, banners, flags, balloons or other devices drawing attention to the home occupation are allowed.

(11) ~~There shall be~~ No more than one (1) home occupation in any dwelling unit is allowed.

(12) Permits to operate home occupations ~~shall~~ are not be transferable to other persons or locations.

(E) Class I Home Occupations. Class I home occupations are secondary uses, characterized as having a negligible impact on residential neighborhoods. In addition to meeting the general standards listed above, Class I home occupations ~~shall not exceed~~ must meet the following thresholds standards:

(1) No customers or clients ~~shall visit~~ are allowed at the home occupation;

(2) Deliveries or collections to and from the home occupation ~~shall be~~ are limited to two (2) per day;

(3) ~~No person not resident at the address shall be employed by the home occupation~~ Only persons resident at the address may be employed by the home occupation;

(4) No sign is permitted.

(F) Class II Home Occupations. Class II home occupations are secondary uses which require administrative approval pursuant to SMC Title 14. They are characterized as having a minor impact on residential neighborhoods. All home occupations ~~except family home day care facilities exceeding the Class I thresholds shall, must,~~ in addition to meeting the general standards listed above, be subject to the following standards. Plant nurseries ~~shall be~~ are considered class II home occupations.

(1) One non-illuminated sign up to one-hundred-fifty (150) square inches may be displayed. This sign must be attached flush to the principal or accessory structure in which the home occupation is located;

(2) A limited amount of scheduled or drop-in visits by customers or clients may be allowed, so long as this activity does not detract from the neighborhood residential character;

(3) Up to two (2) employees not resident at the home occupation address may be employed, but ~~in no case shall~~ their hours of employment ~~extend outside~~ are limited to the twelve (12) hours between 8:00 a.m. and 8:00 p.m.;

(4) Off street parking for non-resident employees ~~shall~~ must include one (1) space for each FTE employee.

(G) Class III Home Occupations – Family home day care facilities.

Class III home occupations are secondary uses which require administrative approval pursuant to SMC Title 14, as well as a state-issued license to provide supervision for twelve (12) or fewer children for periods of less than twenty-four (24) hours. Class III home occupations ~~shall are~~, in addition to meeting the general standards listed above, ~~be~~ subject to the following standards.

(1) One non-illuminated sign up to one-hundred-fifty (150) square inches may be displayed. This sign must be attached flush to the principal or accessory structure in which the home occupation is located;

(2) Staffing ratios as required by state law;

(3) One off street parking space for each adult staff member on duty.

~~(H) Application. Requests for a home occupation license shall include submittal of the "Application for Home Occupation."~~

#### 4. Revisions to Short Term lodging regulations, SMC 18.16.060

##### **18.16.060 Short and Long term lodging ~~or care facilities~~ in Residential zones.**

~~(a) Purpose. To provide standards for the use of residential property as lodging and/or care for periods ranging from less than twenty-four (24) hours to indefinite and to reflect the intent of the Comprehensive Plan. The Plan provides that nontraditional housing such as assisted living facilities and group homes and facilities such as bed and breakfast inns be allowed within Town whenever these types of housing can be designed and maintained to be compatible with the surrounding neighborhood and the community. In addition to meeting the specific requirements of the applicable zoning district, these uses shall meet the following general use standards.~~

**A. Purpose and Intent.** The purpose of this section is to

(1) Reflect the intent of the Comprehensive Plan to allow nontraditional housing and limited lodging establishments in residential neighborhoods:

(2) Provide property owners and residents with an opportunity to use their homes to engage in small-scale business activities.

(3) Protect neighborhood character and stability.

(4) Establish criteria and standards for the use of residential structures as short-term rentals.

(3) Long Term Rental of entire dwelling units including single family homes, apartments and condominiums are not regulated by this section.

##### **B. Submittal Requirements.**

(1) Guest Houses and Class I Boarding Houses. Application for a Guest House or Class I Boarding House must be made upon forms provided by the Town Administrator, accompanied by a filing fee in accordance with the fee schedule established by Town Council resolution. The application must be signed by the owner of the property on which the rental activity will occur and by the business operator if that person is different from the property owner. The application must include:

(i) A site plan of the premises.

(ii) Floor plans of the residence or accessory building in which the use or activity will take place.

(iii) Other documentation deemed necessary to process the application.

The plans must clearly indicate the area where the use or activity will take place and any structural alterations intended to accommodate the use or activity.

(2) Bed and Breakfast Inns and Class II Boarding Houses. Applications for Bed and Breakfast Inns and Class II Boarding Houses require an application for a Conditional Use Permits provisions in SMC 18.16.050.

**C. ~~(b)~~ Standards for All Lodging and Care Facilities.** The following standards ~~shall be applied~~ apply to all ~~Short and Long Term lodging and care facilities~~ Bed and Breakfast Inns, Guest Houses and Boarding Houses:

(1) Each use ~~shall~~ must be in conformance with applicable federal, state and local requirements, including the ~~Town Uniform Building Code and Town Uniform Fire Code.~~ Proof of applicable licensing must be on file with the Town.

(2) ~~When located in residential zoning districts, t~~These uses ~~shall~~ must not detract from the neighborhood residential character.

(3) Proof of ownership or approval of property owner is required.

~~(c) Assisted Living Facilities. These facilities are conditionally permitted uses within all single family residential zoning districts.~~

~~\_\_\_\_\_ (1) The maximum density of the facility does not exceed one bed per 1000 square feet of lot area;~~

~~\_\_\_\_\_ (2) The principal building shall be no closer than twenty (20) feet to the nearest property line;~~

~~\_\_\_\_\_ (3) Off-street parking areas shall be no closer than ten (10) feet to the nearest property line.~~

**D** (d) Bed and Breakfast Inns. These facilities are conditionally permitted secondary uses within ~~all single family residential~~ the R-7.2 and R-9.6 zoning districts.

(1) Bed and breakfast inns may be located in single family residences.

(2) The owner/proprietor of the inn ~~shall~~ must reside at the inn when it is open for business.

(3) Each bed and breakfast inn ~~shall~~ must have an approved Town of Steilacoom business license.

(4) ~~The number of guest rooms shall be limited to no more than two (2), although as many as four (4) may be accommodated in primary or secondary historic structures. Approved Bed and Breakfast Inns not located in a Contributing Resource are allowed up to two (2) guest rooms. Approved Bed and Breakfast Inns located in a Contributing Resources listed on the Steilacoom Registry of Historic Places in SMC 2.14.050, may be allowed up to a maximum of four (4) guest rooms. These Guest rooms shall be devoid of cooking facilities.~~

(5) In addition to the parking requirements for single family residences, one (1) off-street parking space shall be required for each guest room and full time equivalent employee not resident at the inn.

(6) On site meals and beverages ~~shall be served~~ are allowed to room guests only.

(7) One person who does not reside at the inn may be employed.

(8) One (1) sign per inn is allowed. The sign may be up to six (6) square feet and may be lit indirectly.

(9) No outdoor events, such as weddings, receptions or parties, ~~shall be held~~ are allowed at a Bed and Breakfast Inn located in a residential zoning district.

(10) Accessory uses, buildings and structures associated with the bed and breakfast inn ~~shall be~~ are limited to those customarily found at single family residences.

**E** ~~(e)~~ **Guest Houses.** These facilities are secondary uses within ~~all single family residential~~ the R-7.2 and R-9.6 zoning districts and require administrative approval pursuant to SMC 14.20.010.

(1) Guest houses may be located in single family residences.

(2) The owner/proprietor of the guest house ~~shall~~ must reside at the house when it is open for business.

(3) Each guest house ~~shall~~ must have an approved Town of Steilacoom business license.

(4) Only one (1) guest room is allowed per guest house. This room shall be devoid of cooking facilities.

(5) In addition to the parking requirements for single family residences, one off street parking space shall be required for the guest room.

(6) On-site meals and beverages ~~shall be served~~ are allowed to the room guests only.

(7) No non-resident employees or signs are permitted.

**F** ~~(f)~~ **Class I and II Boarding Houses.** Class I facilities are secondary uses within ~~all single family residential~~ the R-7.2 and R-9.6 zoning districts, and require administrative approval pursuant to SMC 14.20.010. Class II facilities are conditional uses within ~~all single family residential~~ the R-7.2 and R-9.6 zoning districts, and require conditional use permits issued by the Town Council pursuant to SMC 18.16.050.

(1) Boarding houses ~~may be located in~~ are allowed secondary uses for single family residences only.

(2) The owner/proprietor of the boarding house ~~shall~~ must reside at the house when it is open for business.

(3) Each boarding house ~~shall~~ must have an approved Town of Steilacoom business license.

(4) Boarding house rooms ~~shall~~ must be devoid of cooking facilities.

(5) In addition to the parking requirements for single family residences, one off street parking space ~~shall be~~ is required for ~~the~~ each boarding house resident.

(6) On site meals and beverages ~~shall~~ are to be served to the boarding house residents only.

(7) No signs are permitted.

## 5. Group Care Facilities, SMC 18.16.065

### **NEW 18.16.065 Group Care Facilities in Residential Zones**

#### **A. Purpose and Intent.** The purpose of this section is to

- (1) Reflect the intent of the Comprehensive Plan to allow nontraditional housing in residential neighborhoods;
- (2) Provide property owners and residents with an opportunity to use their homes to engage in small-scale business activities.
- (3) Protect neighborhood character and stability.
- (4) Establish criteria and standards for the use of residential structures as care facilities.

#### **B. Permit Requirements.** Adult Family Homes and Assisted Living Facilities require:

- (1) The issuance of a business license pursuant to Chapter 5.04 SMC, and
- (2) Approval and certification by the appropriate state agency; and
- (3) For Assisted Living Facilities, a conditional use permit issued by the Town Council.

#### **C. Types of allowed Group Care Facilities allowed in Residential Zones**

- (1). Adult Family Homes, as permitted primary uses
- (2). Assisted Living Facilities as conditional uses approved by the Town Council.

#### **D. Submittal Requirements.**

(1) Adult Family Homes. Application for an Adult Family Home permit must be made upon forms provided by the Town Administrator, accompanied by a filing fee in accordance with the fee schedule established by Town Council resolution. The application must be signed by the owner of the property on which the activity will occur and by the business operator if that person is different from the property owner. The application must include:

- (a) A site plan of the premises,
- (b) Floor plans of the residence or accessory building in which the use or activity will take place,
- (c) Other documentation deemed necessary to process the application.
- (d) The plans must clearly indicate the area where the use or activity will take place and any structural alterations intended to accommodate the use or activity.

(2) Assisted Living Facilities. Proposals for Assisted Living Facilities must apply for a Conditional Use Permit under SMC 18.16.050.

**E. Standards for All Residential Care Facilities.** The following standards apply to all Residential Care Facilities:

- (1) Each use must be in conformance with applicable federal, state and local requirements, including the Town Building Code and Town Fire Code. Proof of applicable licensing must be on file with the Town.
- (2) These uses must not detract from the neighborhood residential character.
- (3) Proof of ownership or approval of property owner is required.
- (4) A representative of the owner shall be on-site at all times.

**F. Adult Family Homes**

- (1) These facilities are permitted primary uses in the R-7.2 and R-9.6 residential zones.
- (2) A minimum of two off-street parking spaces shall be provided.
- (3) The Home Occupation requirements of SMC 18.16.050 do not apply to Adult Family Homes.

**G. Assisted Living Facilities.**

- (1) These facilities are conditionally permitted uses within the R-7.2 and R-9.6 residential zoning districts.
- (2) The maximum density of the facility is limited to one bed per 1000 square feet of lot area;
- (3) The principal building housing the facility must be no closer than twenty (20) feet to the nearest property line;
- (4) Off-street parking areas must be no closer than ten (10) feet to the nearest property line.
- (5) The Home Occupation requirements of SMC 18.16.050 do not apply to Assisted Living Facilities.



## 6. Parking Regulations, SMC 18.20.070

**18.20.070 Parking ~~standards~~ regulations.** This section provides ~~standards~~ regulations for ensuring that adequate parking will be available to serve a wide range of land uses in the Town of Steilacoom.

(a) Applicability. Accommodation for adequate parking shall ~~shall~~ must be provided for any of the following actions:

- (1) A new building or facility is constructed;
- (2) A principal building is relocated;
- (3) The use or building is changed or expanded to the extent that the number of required parking spaces is increased by fifteen (15) percent.

(b) Administration. Provision for adequate parking shall ~~be~~ is administered through the "Parking Performance ~~Guidelines~~ Regulations" listed in SMC 18.20.070(c).

(1) Development proposals that meet these performance ~~guidelines~~ regulations are in compliance.

(2) Development proposals that do not meet the performance ~~guidelines~~ regulations may also be in compliance, if any of the following situations apply:

(A) It can be demonstrated in writing that there is an excess of available non-commercial, off-street or designated on-street, parking within 200 yards of the proposed use;

(B) The peak hours of operation are outside normal business hours, and it can be demonstrated in writing that adequate parking can be met from available spaces within two hundred (200) yards of the use.

(C) The Town Administrator finds that strict adherence to the performance guidelines will detrimentally affect the character of the Historic District or of primary and secondary historic properties.

(D) The Town Administrator finds that parking requirements can be reduced due to successful implementation of a commute trip reduction program.

(3) Adverse transportation impacts identified through State Environmental Policy Act review may require parking accommodation beyond the parking performance ~~guidelines~~ regulations.

(4) Any uses not listed in the "Parking Performance ~~Guidelines~~ Regulations" set forth in SMC 18.20.070(c) shall ~~shall~~ will be evaluated by the most similar listed use as determined by the Town of Steilacoom.

(c) Parking Performance ~~Guidelines~~ Regulations. The table at the end of this section lists ~~guidelines~~ regulations for providing adequate off street parking by type of land use. In addition to the number of spaces listed by use, establishments with non-resident employees may be required to provide one (1) space per full-time equivalent (FTE).

(d) Special provisions for lots with existing buildings. Changes in use which require additional parking on lots with existing buildings ~~shall~~ must, if practical, have off-street parking. If the change of use requires more spaces than can be accommodated with off-street parking, the Town may require mitigation in the form of on-street parking improvements.

(e) Parking Space Dimensions. Parking spaces ~~shall~~ must be designed and constructed in compliance with the applicable standards found in the ~~Uniform Town~~ Building Code. In addition, the following provisions ~~shall~~ apply to all parking areas:

(1) Unless no other practicable alternative is available, vehicle accommodation areas (as defined in SMC 18.08.940) ~~shall~~ must be designed so that vehicles may exit such areas without backing onto a public street. This requirement does not apply to parking areas consisting of drive-ways that serve one (1) or two (2) dwelling units.

(2) Vehicle accommodation areas of all developments ~~shall~~ must be designed so that sanitation, emergency and other public service vehicles can serve such developments without the necessity of backing unreasonable distances or making other dangerous or hazardous turning movements.

(3) Every vehicle accommodation area ~~shall~~ must be designed so that vehicles cannot extend beyond the perimeter of such area onto adjacent properties or public rights of way. Such areas ~~shall~~ must also be designed so that vehicles do not extend over sidewalks or tend to bump against or damage any wall, vegetation, or other obstruction.

(4) Circulation areas ~~shall~~ must be designed so that vehicles can proceed safely without posing a danger to pedestrians or other vehicles and without interfering with parking areas.

(5) Vehicle accommodation areas ~~shall~~ must be properly maintained in all respects. In particular, and without limiting the foregoing, vehicle accommodation area surfaces ~~shall~~ must comply with subsection (1) of this section and ~~shall~~ must be kept in good condition (free from potholes, etc.) and parking space lines or markings ~~shall~~ must be kept clearly visible and distinct.

(f) Parking for Disabled Persons. The number, location, design and construction of parking spaces accessible to handicapped persons ~~shall~~ must comply with applicable standards contained in the Americans with Disabilities Act (ADA).

(g) Loading and unloading areas. Whenever the normal operation of any development requires that goods, merchandise, or equipment be routinely delivered to or shipped from the development, a sufficient off-street loading and unloading space must be provided to accommodate the delivery or shipment operations in a safe and convenient manner.

## PARKING PERFORMANCE ~~GUIDELINES~~ REGULATIONS

Land Use Category	Number of Off Street Spaces
Single family residential	2 per dwelling unit
Duplex	2 per dwelling unit
Accessory dwelling unit	1 per dwelling unit (+ <u>in addition to the 2 required</u> for single family residence)
Multifamily	1 per bedroom (maximum of 2 per dwelling unit)
Boarding houses	1 per bedroom (in <u>addition to the 2 required</u> for single family residence)
Residential care facilities	3 per 5 adult beds (20% <del>shall</del> <u>must</u> meet ADA standards)
Retail sales and service, consumer goods repair	1 per 300 square feet gross floor area
Office or professional use not related to goods, service and merchandise	1 per 400 square feet gross floor area
Eating, drinking establishments	1 per 100 square feet gross floor area
Marinas	1 per 3 boat moorage or storage spaces
Motor vehicle repair or sales	1 per 200 square feet gross floor area
Bed and Breakfasts <u>Inns</u> , Guest Houses	1 per guest room (+ <u>in addition to the 2 required</u> for single family residence)
Class II home occupations	1 per non-resident employee (+ <u>in addition to the 2 required</u> for single family residence)
Elementary and middle school	1 per FTE employee, plus 5 per classroom
High schools	1 per FTE employee, plus 5 per classroom
Religious institutions	1 per 4 seats in public portion of building
Primary public facilities	1 per 200 square feet gross floor area
Quasi-public facilities (such as museums, libraries and fraternal organizations)	1per 300 square feet gross floor area