Bed & Breakfast (Owner-Occupied Lodging Houses)

A Bed and Breakfast is a permanent residence with one to three guestrooms in the home or in a detached structure on the property. Referred to as an Owner-Occupied Lodging House in the Building Code, a Bed and Breakfast can be an Airbnb or similar short-term lodging that is used for 30 days or less, but does not include hotels, motels, rooming or boarding houses, or hostels.

What are the First Steps?

The operation of Bed and Breakfast requires a change of use permit and a business license. For a quicker review process, we recommend that you submit your business license application and change of use building permit application simultaneously. More information about the business license and change of use process are provided below.

What are the Basic Zoning Code Requirements?

- **Zoning:** A Bed and Breakfast is an accessory use incidental to a primary residential use and is regulated by BMC 19.17.080 Bed and Breakfast Establishments. Bed and Breakfast establishments are permitted in all residential zones or as an accessory use to a nonconforming single-detached residence in any non-residential zone that does not permit lodging facilities (BMC 19.15). If the underlying zoning permits lodging facilities, the Bed and Breakfast will be subject to those regulations.
- **Site Plan:** A site plan, drawn to scale, is required. **The following items must be provided on the site plan:**
    - Site address.
    - Property lines and dimensions.
    - All structures on site including the dimensions and uses.
    - Driveway(s) and dimensions of required parking spaces.
    - Adjacent street names.
    - Pathway of travel from the Bed and Breakfast to the parking area.
- **Business License:** A Burien City Business License is required. Applications must be submitted with the Department of Revenue. The type of business license required is a "General" Business License. The business license will be granted approval once the change of use permitting process has been fully completed.
- **Owner Occupancy Required:** The property owner or business operator must reside in the Bed and Breakfast or in another building on the property. One non-resident employee is allowed.
- **Size:** No more than 3 guestrooms and no more than 10 people, including residents, may be accommodated overnight in the Bed and Breakfast.
- **Parking:** 1 off-street parking space is required for each guestroom in addition to the required parking for the residential use.
- **Food Service:** Only overnight guests of the Bed and Breakfast may receive food service.
- **Events:** Meetings, social gatherings, retreats or other gatherings are not allowed.
- **New Construction**: All new structures/additions shall meet current development standards for the zone in which the property is located.

- **Impervious Surface Coverage**: An impervious surface is any surface that is artificially covered or hardened which prevents or impedes water from penetrating the soil. This includes both built structures and covered surfaces, such as your home, driveway, shed, and patio. The maximum impervious surface coverage is dependent on the zone in which the property is located (BMC 19.15).

What are the Building Code Requirements for Bed and Breakfast Establishments (Owner-Occupied Lodging House)?

- **Change of Use:** A change of use building permit is required even if no construction or remodeling work is needed for the operation of your Bed and Breakfast. Any work undertaken in connection with a change in use that does not involve a change of occupancy classification or a change to another group within an occupancy classification shall conform to the applicable requirements for the work as classified in the International Residential Code.
- **Floor Plan:** A complete floor plan that shows the specific room(s) to be used as an Owner-Occupied Lodging House/ Bed and Breakfast. **The following items must be provided on the floor plan:**
    - **Sleeping rooms:** All sleeping rooms must be labeled as either owner-occupied or guestrooms.
    - **Smoke and Carbon Monoxide Detectors:** Smoke detectors are required in each sleeping room, located immediately outside sleeping areas and one located on each level of the residence. One carbon monoxide detector is required immediately outside the sleeping rooms, and one located on each level of the residence.
    - **Egress:** Windows need to meet egress size requirements for emergency escape at the time they were installed or when the sleeping room was added.
    - **Exit Pathway:** Safe exit path from each sleeping room to the outside.
    - **Heating:** Heating provided in habitable areas per the International Residential Code (IRC).
    - **Plumbing:** Plumbing and Sanitary facilities available in the residence shall be in working conditions per the IRC.
    - **Electrical Outlets:** Electrical safety outlets (e.g. GFCI) provided in areas specified in the IRC.
    - **Ventilation:** Adequate ventilation per the IRC.
- **Water & Hydrant Availability:** Water and fire hydrant availability certificates will need to be completed and submitted with the permit application. The Fire Marshal will state any conditions of approval on the hydrant form, such as if fire sprinklers are required.
- **Applicable Building Codes**: These can be found in the Burien Municipal Code Title 15 or at www.burienwa.gov.

How do I Submit a Permit Application?

You will apply for the change of use building permit on MyBuildingPermit.com. When prompted, after selecting Burien as the jurisdiction, you will select the following to begin the application:

Building →Nonresidential → Tenant Improvement→ Primary Building

How do I Submit a General Business License Application?

You will apply for your city business license by applying with the Department of Revenue's business licensing service. Set up your account and submit your business license application by visiting DOR.wa.gov.