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**Meeting Date:** August 4, 2025

**Subject:** Home Occupations

**Attachments:** Proposed Code Language

**Presented by:** Andrew Hattori, CED Director

**Approved for Agenda by:** Dan Ford, City Manager

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**Discussion:**

In late 2019 and early 2020 the City of Toppenish made efforts to create a section of code within TMC 17.56 related to Special Property Uses to allow home (business) occupations provided the proposed business operations met specific criteria. However, while this code was created, the provisions included within the code and its location conflict, and the code has not been adhered to or properly implemented.

Planning Commission has been reviewing the existing and proposed codes and an initial code was presented at the May 5, 2025 City Council Study Session meeting. After receiving input from both City Council and the Planning Commission the attached draft code amendment has been prepared and recommended for approval by the Planning Commission at their July 16, 2025 meeting.

A summary of proposed code modification follows:

- Repeal TMC section 17.56.050.
  - o TMC chapter 17.56 is for Special Property Uses that are heard by the Hearing Examiner, the intent of this code was to be administrative and should be removed entirely and placed elsewhere.
- Creation of TMC chapter 17.54.
  - o Creating a separate chapter for home occupations provides ease when searching for this code/information and increased clarity to potential applicants.
- Remove conflicting language related to approvals and notices.
- Increased amount of parameters which potential businesses would need to comply with.

It is staffs understanding that there is a considerable amount of home occupations that have been established within Toppenish both before the initial creation of TMC 17.56.050 and after. It is not the intent of staff to put existing business in a tough spot by this modification of code, in fact, it is to assist with bringing the businesses into conformance as easily and efficiently as possible as they are all technically operating without following the established legal avenue to obtain an endorsement to operate in Toppenish.

Should this code amendment be approved, extensive education opportunities for this amendment shall be implemented, including but not limited to:

- Public building postings.
- Social media postings.
- Pamphlets and fliers.
- Open house events to assist existing and potential business owners.

Staff wishes to present the current status of this proposed amendment as we hope to bring this before Council with a recommendation within the coming month.

**Fiscal Impact:**

None.