



CITY OF LANGLEY

APPLICATION FOR BED AND BREAKFAST ROOM

Bed and Breakfast Rooms are allowed as a secondary use (or a use that is incidental to the primary use of a lot, such as a single-family home) in several residential zones throughout the City of Langley. Bed and Breakfast Rooms require a business license to operate and are subject to administrative review to ensure the use is in compliance with applicable land use and building codes. Please submit five copies of the required submittals listed below and respond to this application as completely and concisely as possible to help facilitate review of the proposal.

Section 1 – Required Submittals

- A Master Permit Application.
- A completed Application for Bed and Breakfast Room.
- A completed City of Langley Business License Application or a current City of Langley Business License.
- A site plan to scale delineating the location of the principal building, accessory building(s), required parking spaces (one space per room), and any proposed signage.
- A floor plan to scale that indicates the overall floor area and the area to be utilized for the Bed and Breakfast Room(s).
- Plans and/or a description of any modification to the structure necessary to accommodate the proposed use. A building permit may be required.
- Names, addresses and stamped envelopes to contact property owners directly adjacent to the property, including any owners directly across a street from the project.

Section 2 – Fee

- A fee of \$370.00 for review of the application.



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Section 3 – Questionnaire

Name of Proposed Business: _____

Scope of Bed and Breakfast operation (please be as specific as possible): _____

_____ (If additional space is needed, please attach extra sheet)

Will the use occur in a new structure or are physical changes proposed for an existing building? (Yes / No) If a new structure or physical changes are proposed, a building permit will be required for the project. Please contact the Building Official for further information.

Will the Bed and Breakfast Room(s) be located in the principal building on the property? (Yes / No) Will any rooms be located in an accessory building? (Yes / No) If the Bed and Breakfast Room(s) are not located within the principal building, a Conditional Use Permit will be required. Please contact the planning staff for further information.

Will the property owner/ applicant reside at the residence or will a manager reside at the residence? (Yes / No) If a manager will reside at the residence, please provide their name _____ and phone number _____.

Is a sign proposed for the property? (Yes / No) If a sign is proposed, a Sign Permit is required to be reviewed and approved by the Design Review Board. If a sign is proposed in a residential zone, the sign cannot exceed four square feet in total.