



Community
Development



Kitsap.gov/DCD
(360) 337-5777

Help@Kitsap1.com

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Adult Family Home Permit

What is an Adult Family Home?

An Adult Family Home (AFH) is a residential home licensed to care for up to six non-related residents ([RCW 70.128.010](#)). Adult Family Homes are licensed through the Washington Department of Social and Health Services ([DSHS](#)). DSHS requires Adult Family Homes to have a Building Code Inspection completed through the local jurisdiction where the home is located.

What is the process?

- **Step 1)** Contact DSHS to begin the process. DSHS provides [additional information](#) on applications, qualifications, and training requirements on their website under [Information for AFH Prospective Providers](#).
- **Step 2)** Complete an Adult Family Home application through our [Application Portal](#). This application will prompt you to upload documents based on answers provided in the application survey questions. This will include a detailed Floor Plan, as outlined in the permit application.
 - **Important: If remodel work is needed for your AFH, a separate building permit for remodel is required.** Common items include ramps, changing windows, adding rooms, and bathroom fixture spacing. Apply for a separate remodel permit for any work, as instructed through the Application Portal. *Remodel permit must be complete prior to calling for final Adult Family Home inspection.*
- **Step 3)** Once your Adult Family Home permit is issued, you will request your Adult Family Home inspection.
- **Step 4)** Once your final Adult Family Home inspection is completed, finish your DSHS requirements. You will have a completed Adult Family Home Building Inspection Checklist from a building inspector to provide to DSHS.

Additional Information & Resources

Additional approval for change of use may be required from Kitsap Public Health (septic) or your sewer purveyor. For information related to septic approval, contact [Kitsap Public Health](#) or your sewer provider.

Department of Social & Health
Services (DSHS)

Phone – 800.737.0617

Web – <https://www.dshs.wa.gov/>

Kitsap Public Health District
(KPHD)

Phone – 360.782.2235

Web – <http://www.kitsappublichealth.org/>