



Permit Requirements Table



Identify Needed Permits and Approvals

Use the permit requirements table for an overview of local, regional, and state permits and approvals.

- **Civil Engineering and Public Works Permits**
- **Environmental and Operational Permits**
- **Construction and Fire Systems Permits**

Review the applicability guidelines for each permit to see if it will apply to your project.

Public Works Permits are required for stormwater, grading, water, sewer, right-of-way, electrical service (Snohomish PUD) and natural gas service (Puget Sound Energy).

Also See – [Time and Cost Table](#)

Pre-Development Meetings:

Free and highly recommended for all projects!

Get your site-specific questions answered. Submit preliminary plans and meet with city staff (on Wednesdays) to answer questions prior to moving into the design phase of the development. See the [Pre-Development Meeting Request Form](#) for additional information.

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Public Works Permit Requirements			
Applicability	Public Works Permit Requirements		
	Requirement (Authority)	Guidance/Standards	More Information
Stormwater/Drainage			
<ul style="list-style-type: none"> Creating or altering impervious surfaces Modification of an existing drainage system Construction of new stormwater conveyance Land disturbing activities, including construction, clearing, excavation, etc. New development > 2,000 sq. ft. New/replace impervious surface or land disturbance > 7,000 sq. ft. 	Stormwater/Drainage Permit (City of Lynnwood)	Civil Plan Standard Details Storm Drainage Notes	Public Works Permit webpage
<ul style="list-style-type: none"> Clearing, grading, and excavating activities that disturb ≥ 1 acre and discharge stormwater to surface waters. 	Construction Stormwater General Permit (State Dept. of Ecology) Stormwater Pollution Prevention Plan (SWPPP) (State Dept. of Ecology)	A Guide for Construction Sites Public notice requirements may apply	Construction Stormwater General Permit Public Works Permit webpage
Clearing			
<ul style="list-style-type: none"> Removal of any trees on commercial developments 	Clearing Permit (City of Lynnwood) Class 1 permit for single family residential lots less than 16,000 square feet Class 2 permit for commercial and single family residential lots 16,000 square feet or greater	Tree Preservation Guidelines Tree Removal Calculation (Class II)	Public Works Permit webpage
Grading			
<ul style="list-style-type: none"> SEPA required for excavation and fill of more than 1,000 cubic yards Required for cuts greater than 2 ft., cuts that create slopes greater than 1 1/2 to 1, fill quantities greater than 50 cubic yards, fills on slopes greater than 5 to 1, fills deeper than 1 foot or fills that will obstruct an existing drainage course. 	Grading Permit (City of Lynnwood) Temporary Erosion/Sediment Control Plan (TESC) (City of Lynnwood)	Civil Plan Standard Details	Public Works Permit webpage

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Public Works Permit Requirements			
Applicability	Public Works Permit Requirements		
	Requirement (Authority)	Guidance/Standards	More Information
Water/Sewer			
<ul style="list-style-type: none"> New Construction Modification of existing water/sewer 	Public Works Water/Sewer Permit and Installation and Connection Fees (City of Lynnwood)	Civil Plan Standard Details Sewer Notes Water Notes	Public Works Permit webpage
<ul style="list-style-type: none"> Latecomer Agreement fees Local Improvement District (LID) Assessment 	Latecomer Agreement Fees (City of Lynnwood) LID Assessment (State and City)	Water or sewer improvement projects previously constructed may require reimbursement LID assessment for utility improvements	Amounts due are registered with the Snohomish County Assessor's Office
Right-of-Way Permits			
<ul style="list-style-type: none"> Any work in public right-of-way: utilities, curb cuts, driveways, etc. 	Right-of-Way Use Permit (City of Lynnwood)	Easements may be required for the purpose of construction, access, maintenance, sight distance preservation, roadway slopes, and utilities	Public Works Permit webpage See Standard Plans Index for standard details for civil plans
Bonding Requirements			
<ul style="list-style-type: none"> New or repair of utilities in the public rights-of-way Frontage improvements in public rights-of-way that are not fully improved to city standards 	150% Performance Security	Required per Lynnwood Municipal Code 12.04.030	See LMC Chapter 12.04.030 Security Deposits for more information
	150% Completion Security	Required in lieu of installing required public improvements for new developments of redevelopment	
	20% Maintenance Security	Required for new construction, replacing or repairing any of the public improvements installed as a condition of a permit.	
Electrical Service			
<ul style="list-style-type: none"> New or upgraded electrical service 	New Service Questionnaire (Engineering Review) (SnoPUD)	SnoPUD will determine engineering/infrastructure needs for the project.	Electrical Service Requirements Manual New construction may need to accommodate a vault room (Particularly important if the building is being constructed from lot line to lot line). Engage SnoPUD early in design process.
<ul style="list-style-type: none"> New or altered electrical service for construction 	Temporary Power	Contact Distribution Engineering Dept. early in the process	
<ul style="list-style-type: none"> Crossing or using WSDOT right-of-way 	Right-of-Way Permit	Process can run concurrently with city building permit process.	
Natural Gas Service			
<ul style="list-style-type: none"> New or upgraded natural gas service 	Engineering and Financial Analysis (Puget Sound Energy)	Puget Sound Energy will determine engineering/infrastructure needs for the project.	Construction Request Form

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Environmental and Operating Permit Requirements			
Applicability	Environmental Permit Requirements		
	Requirement (Authority)	Guidance/Standards	More Information
Air Quality			
<ul style="list-style-type: none"> Construction operations that create, or have the potential to create, air pollution 	Notice of Construction & Order of Approval (Puget Sound Clean Air Agency)	Approval required for any new or modified air pollution <i>prior</i> to construction or making operational modifications.	PSCCA Permitting webpage
Hazardous Waste			
Accumulation, containment and disposal of dangerous materials and waste: <ul style="list-style-type: none"> Small Quantity Generator (SQG): < 220 lbs./month (or less than 2.2 lbs. of certain wastes) Med. Quantity Generator (MQG): 220-2,200 lbs./month Large Quantity Generator (LQG): > 2200 lbs./month (or more than 2.2 lbs. of certain wastes) 	RCRA Site ID registration and sufficient facilities to safely accumulate wastes ~90 days, personnel training plans and contingency plans for potential spills and releases. (State Dept. of Ecology)	SQG facilities may be required to have a RCRA Site ID by waste haulers or management facilities that service your facility. MQG and LQG facilities are required to submit Dangerous Waste Site Identification Form and obtain RCRA Site ID Number to track and report wastes.	State Dept. of Ecology General Information Which Rules Apply? Quick Requirements Guide
<ul style="list-style-type: none"> Manufacturing storage and handling of hazardous materials in quantities in excess of those listed in the Fire Code. Conducting a hazardous process or activity such as waste handling, creating combustible dust, etc. 	Fire Department Operational Permit (City of Lynnwood)	Hot Work Requirements	More information
Industrial and Commercial Wastewater Discharge Agreement			
<ul style="list-style-type: none"> Businesses that discharge or have possibility of discharging, FOG (fats, oils & grease), petroleum products, chemicals, metals, unusual solids, etc. 	FOG Pretreatment Agreement (City of Lynnwood) Limited or Industrial Wastewater Discharge Permit (City of Lynnwood)	May be required to have monitoring and maintenance of system and cooperate with inspections	Fats, Oil & Grease (FOG) Control Manual LMC Chapter 14.60 Wastewater Pretreatment

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Construction and Fire System Permits

Lynnwood encourages customers to submit all land use applications first. Once land use applications have been approved, site civil and building permits can be submitted.

The below table provides an overview of types of construction and installation permits that are required for various types of manufacturing projects.

Additional submittals/approvals or time may be required depending on the specifics of your project. Permit Fees are generally based on project value or type of equipment installed. Plan Review Fees are assessed at 65% of total Building Permit Fee.

Construction Permit Requirements			
Applicability	Construction Permit Requirements		
	Requirement (Authority)	Guidance/Standards	More Information
Building Permits			
<ul style="list-style-type: none"> New Construction Addition to existing building (building footprint is enlarged/altered) 	Commercial Building Permit (City of Lynnwood)	Development Codes	Commercial New Construction Permit
<ul style="list-style-type: none"> Tenant improvement to existing building (building footprint is not altered) 	Commercial Tenant Improvements Permit (City of Lynnwood)	Development Codes	Commercial Tenant Improvement Permit
<ul style="list-style-type: none"> Mechanical equipment (installation, alteration, replacement of: gas piping, HVAC, heat pumps, ventilation systems, coolers and chillers, exhaust systems, paint booths, tanks, etc.) 	Commercial Mechanical Permit (City of Lynnwood)	Development Codes	Commercial Mechanical Permit
<ul style="list-style-type: none"> Plumbing system or fixture installation, alteration or remodel 	Commercial Plumbing Permit (City of Lynnwood)	Development Codes	Commercial Plumbing Permit
<ul style="list-style-type: none"> Any new installations or modifications to electrical systems, including low voltage. 	Electrical Permit (City of Lynnwood)	Development Codes	Electrical Permit
Fire System Permits			
<ul style="list-style-type: none"> Any facilities requiring installation or upgraded sprinkler system 	Fire Sprinkler Permit (City of Lynnwood)	Fire Sprinkler Standards	Fire Sprinkler Permit
<ul style="list-style-type: none"> Any facilities requiring installation or upgraded fire alarm. 	Fire Alarm Permit (City of Lynnwood)	Fire Alarm Standards	Fire Alarm Permit