

Below is a list of the most common requirements that need to be completed and approved by City staff before allowing employees on site for training, moving in furniture, or stocking merchandise. The City of Lynnwood considers “stock” to be all non-construction related materials that are not electrically hard-wired, plumbed or seismically secured to a structure. As each project is different and all requirements may not apply, please discuss the following items with your inspector and request a pre-stocking inspection.

REQUIREMENTS FOR STOCKING A BUILDING OR SUITE

1. A monitored and operational Fire Alarm system.
2. A monitored and operational Sprinkler system.
3. Fire lane markings installed.
4. Handrails.
5. Guardrails.
6. Stairs.
7. Exit signs.
8. All portions of the egress path, including sidewalks to the public right-of-way.
9. Approved door hardware.
10. Egress lighting.
11. Posting of building address.
12. Electrical approval.
13. Operational heating system.
14. Operational rest rooms.

REMINDER

A business license must be obtained prior to opening for business. Applications are available at City Hall, the Permit Center, or online. Please allow 4-6 weeks for processing.

ACKNOWLEDGEMENT

I have read the above requirements for stocking and understand that all of the above items, as applicable, must be completed prior to allowing employees into the building(s) or suite for training, to move in furniture, or stock merchandise.

Signature of Applicant: _____ Date: _____

Please print name: _____