

# Accessory Structure Permits

Listed below is the information that needs to be provided in order to submit a complete application for an *accessory structure* building permit. Staff will not process incomplete applications.

## SUBMITTAL REQUIREMENTS

- Completed and signed application form, including proof of a valid State Contractor's License and a City of Lynnwood Business License.
- Two (2) complete sets of plans on a minimum of 11x17" paper., which must include:
  - Site, including name and address of contractor and property address
  - Working drawings showing foundation, wall, and roof details

All plan sheets prepared by a State-licensed architect or engineer shall be wet-stamped and signed.

- For pre-built sheds, also provide the manufacturer's specifications for the structure and installation instructions.
- Tree removal plan, if applicable.

## ADDITIONAL REQUIREMENTS

- In single-family zones, sheds up to 64 sq. ft. in area and 8 ft. in height may be placed on the rear and/or interior side property lines without a permit. Larger sheds must be set back a minimum of 5 ft. from rear and interior side property lines.
- All sheds and accessory structures larger than 120 sq. ft. require a permit.

## NOTE

**Full plan review fees are due upon submittal and are calculated based on valuation of the project.**