

## UNLAWFUL WORK OVERVIEW

All construction/remodel projects require a permit to be obtained prior to starting any work per [2018 IRC R105.1](#), as adopted by [WAC 51-51](#) and codified in [EMC 16.005.030](#); except as listed per [R105.2](#), summarized in the following handouts: [Permit Exemptions One- and Two-Family Dwellings](#); [Permit Exemptions Commercial, Multi-Family](#)

### What is unlawful work:

Unlawful work is any construction that has begun or completed without first obtaining the required permits, inspections, and approvals compliant with the applicable codes. Unlawful work may receive a violation with requirements to bring the construction into code compliance to ensure public safety (per [2018 IRC R113.1](#)).

### Who is responsible:

The current property owner is responsible for all unlawful work/violations on the property. There is no statute of limitations on violations of work without permits ([2018 IRC R105.1](#) & 2018 IPMC).

### What to expect:

When it is discovered that unlawful work is occurring or has been previously completed, the City will require the project to be brought into compliance with the [Everett Municipal Code](#). Notices, orders, hearings, abatements, fines, and additional fees are standard actions taken by the City.

- All construction work currently in progress must stop until required permits are issued (per [2018 IRC R114](#)).

### Process overview:

All work that requires permits is required to first obtain the appropriate permit(s), have the work inspected and approved prior to covering, and obtain final approval on the permit for it to be considered legal work (per [2018 IRC R104](#) & [2018 IRC R109](#)). Regardless of when the work was performed or who performed the work, the following steps are required to get the work into legal compliance status:

1. **Hire a WA State licensed design professional (architect, engineer)** for the project to:
  - Research the permit history of the property.
  - Determine if the project is allowable under [Land Use Planning](#) codes to proceed with permitting or remove the unlawful work.
  - Determine how to bring the property into compliance for all work associated with the project.
  - Submit the appropriate land use applications and/or permit submittal documents for review.
2. **Submit the appropriate [land use applications](#) and [construction permit application](#)** packages for review and approval.
3. **Purchase and obtain all required permits** after approved by City staff.
4. **Expose all unlawful new and/or altered work** for visual inspection. This means removing all wall and ceiling coverings (no exceptions) that is covering any new or altered framing, plumbing, mechanical, electrical, or gas systems and exposing any site work prior to inspection.
5. **Request and receive approval on a [Site Readiness Check](#)**. Inspectors will verify that the site conditions match the approved plans and verify that all the unlawful work has been exposed for visual inspection through the permit inspection process.
6. **Request the required inspections** throughout construction until all permits have received final approval.



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