

FREQUENTLY ASKED QUESTIONS ABOUT PERMITTING

- **Why should I get a permit?**
 - First, it is the law, and work done without a permit may have to be redone or removed at the property owner's expense. Additionally, getting a permit ensures that the project has met the minimum standards of safety; it makes selling the property easier because lenders may not finance a home sale if illegal work was done; and in the case of an insurance claim, insurance may not cover costly repairs for damages to or caused by unpermitted work (faulty plumbing, electrical fire, etc.).
- **Do I need a permit for: toilet, sink, electrical outlet changes, decks, non-structural walls, driveway paving, etc.**
 - A permit is required for most work except as exempted by code. The permit exemptions are linked below: [Permit exemptions: one- & two-family dwellings \(PDF\)](#), [Permit exemptions: commercial & multi-family \(PDF\)](#)
- **How much are the permit fees?**
 - Permit fees depend on permit type and can be viewed in the associated fee schedules. [Permit Applications, submittal checklists, & fee schedules | Everett, WA - Official Website \(everettwa.gov\)](#)
- **Does the City require a complete submittal for Plan Reviews? Is there a "What to do" handout?**
 - Permit applications are reviewed once a complete permit application package has been submitted. For a list of submittal requirements, please see the submittal checklists applicable to your project. [Permit Applications, submittal checklists, & fee schedules | Everett, WA - Official Website \(everettwa.gov\)](#)
- **When do I need an architect?**
 - A WA State Licensed architect is required for all plans getting unlawful work into compliance.
 - A WA State licensed architect is required for all projects except as exempted in [RCW 18.08.410](#).
 - Projects that do not require an architect must be complete, legible, to scale, and meeting all code requirements for the permit to get approved and issued.
 - A licensed architect may save your project time and money in the long run and is recommended.
- **Can I do work DIY/ Owner as contractor?**
 - For some permit types, yes. Please see the owner as contractor affidavit for applicability. [Affidavit for owners acting as the contractor in lieu of a contractor's license](#)
- **How long does a Plan Review take? What is the current turn-around time?**
 - This depends on the scope of the project and completeness of the permit package submitted; this is where qualified contractors & licensed design professionals (architects, engineers) make a difference. Current timelines for first review are posted on our webpage under Step 3 of the Permitting Process. [Permitting process | Everett, WA - Official Website \(everettwa.gov\)](#)

- **Can you recommend a contractor?**
 - The city cannot recommend a contractor. You can do an online search for local contractors, read about the contractor, and check reviews. They must be licensed and bonded with Labor and Industries. The contractor will need to obtain a City of Everett business license before a permit can be issued. Verify a contractor through Labor and Industries contractor lookup: [Verify a Contractor, Tradesperson or Business \(wa.gov\)](https://www.wa.gov/verify-a-contractor)

- **If a Stop Work Order is issued on my property, can I continue with work that doesn't need a permit?**
 - No, all work must stop.
 - Stopping all work is required, but also a benefit to the applicant as it will avoid costly impacts and trigger less removal of unlawful work.
 - See [Unlawful Construction Overview \(PDF\)](#) for next steps if you have received a Stop Work Order.

- **If unlawful work has been discovered, what do I do to fix it?**
 - You are required to hire a WA state licensed architect.
 - See [Unlawful Construction Overview \(PDF\)](#) for next steps if you have received a Stop Work Order.

- **To see a complete list of FAQs, please visit the FAQs page on the Permit Services webpage:**
 - Hyperlink to complete list of [Permit Services FAQs](#).

BENEFITS OF OBTAINING A PERMIT

- Life, health, and safety
- It's the law
- Avoid costly repairs or requirement to remove
- Avoid neighbor complaints, fines, and lawsuits
- Save time and money because you don't have to pay to re-design or demolish
- Avoid Stop-Work orders delaying your project
- Resale value
- Avoid refinancing problems
- Insurance will cover permitted work but may not cover costly repairs for damages to or caused by unpermitted work (faulty plumbing, electrical fire, etc.).



3200 Cedar Street
Everett, WA 98201



425.257.8810
8am-12pm, 1pm-3pm



PermitServices@everettwa.gov
everettwa.gov/permits