



# DEVELOPMENT SERVICES

BUILDING • COMMUNITY RISK REDUCTION • ENGINEERING • PLANNING • PERMIT SERVICES • TRANSPORTATION

## PERMIT PROCESSING TIME

B

These times vary with workload fluctuations. Add one to two weeks, or more, additional review time during high permitting volumes.

Permit Type	Processing time - 1 <sup>st</sup> Review	Secondary Review(s) (including post-issuance revisions)
<b>Commercial / Multi-Family</b>		
New building construction (New Structure) .....	5 weeks	3 weeks w/SEPA or 2 weeks w/o
New Accessory Structure (WFC Antenna, shed, generator pad, solar panel, etc.) .....	5 weeks	3 weeks w/SEPA or 2 weeks w/o
Minor Tenant Improvement (non-change of use and non-first time tenant improvement) .....	2 weeks	1 week
Major Tenant Improvement - Change of use or first time tenant .....	3 weeks	2 weeks
Re-roof Only: reviewed at counter if Plans Examiner is available, or direct to Plan Reviewer.....	2-3 days	
Mechanical or Plumbing .....	2 weeks	1 week
Additions .....	5 weeks	3 weeks w/SEPA or 2 weeks w/o
Signs .....	2 weeks	1 week
<b>Single-Family Construction</b>		
New Construction .....	3 weeks	2 weeks
Remodel (interior only) .....	2 weeks	1 week
Additions .....	3 weeks	2 weeks
Decks .....	3 weeks	2 weeks
Mechanical or Plumbing .....	same day	
Re-roof .....	same day	
Single Family Basic Plan Approval.....	3 weeks	2 weeks
Building Permit from Approved Basic Plan.....	2 weeks	1 week
<b>Additional Building Permits</b>		
Rockerries / Retaining walls .....	5 weeks	2 weeks
Detention Facilities .....	5 weeks	2 weeks
<b>Fire Permits</b> .....	1-2 weeks	

**Revisions** - Review time is the same as an Additional Review

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<b>Manufactured Home</b>		
Manufactured Home Installation Permit .....	2 weeks	1 week
Title Elimination form signature- If no mobile home foundation permit is on file—inspection is required.		
If setup passes inspection, Title Elimination may be signed off .....	1-2 days	
If inspection fails, Manufactured Home Installation Permit is required for corrections .....	1-2 weeks	
<b>Demolition (demolish a building):</b> over the counter, or 1-2 week review if greater than 50 yrs old/historic		
<b>Additional Applications</b>		
Certificate of Water/Sewer and/or Fire Flow Availability .....	1-2 weeks	
<b>Site Modifications and Civil</b>		
Critical Area Alteration.....	5 weeks	3 weeks
Grading .....	5 weeks	2 weeks
Land Clearing.....	5 weeks	2 weeks
Right-of-way (development) .....	5 weeks	2 weeks
Utility .....	5 weeks	2 weeks
<b>Land Use</b>		
Wireless Communication Facility.....	5 weeks	3 weeks
Site Plan Review .....	5 weeks	3 weeks
SEPA.....	5 weeks	3 weeks
Conditional Use.....	5 weeks	3 weeks
Reasonable Use.....	5 weeks	3 weeks
Shoreline.....	5 weeks	3 weeks
Variance .....	5 weeks	3 weeks
Boundary Line Adjustment .....	5 weeks	2 weeks
Preliminary or Final Plat .....	5 weeks	3 weeks
Preliminary or Final Short Plat.....	5 weeks	2 weeks