



Snohomish County
Planning and Development
Services

Visit us at :

2nd Floor Robert J. Drewel Bldg.
3000 Rockefeller Avenue
Everett, WA 98201

425-388-3311
1-800-562-4367, ext. 3311



ONLINE INFORMATION
www.snohomishcountywa.gov/1190



This Assistance Bulletin only applies to property within unincorporated Snohomish County and does not apply to property within incorporated city limits.



Permitting & Information Services

Assistance Bulletin

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WWW.SNOCO.ORG

Keyword: Assistance Bulletins

Planning & Development Services provides one-stop for customers seeking permits for building construction, land development and other associated permits within the unincorporated areas of Snohomish County.

The following is a list of services we currently provide:

- Residential Permit Services
- Commercial Permit Services
- Land Use Permit Services

All applications are now submitted at MyBuildingPermit.com. For information on using our online permitting system, please see the following web page: <https://www.snohomishcountywa.gov/3920/Online-Permitting>. If you need additional assistance with the online process, please call our office at 425-388-3311.

Permit Status

You can find the [status of your permit](#) at MyBuildingPermit.com (MBP). You will need to select Snohomish County as the jurisdiction and input your permit number. Please keep in mind that review times can vary depending upon the complexity of the review as well as the seasonal volumes. If you still have questions after looking at MBP, please call 425-388-3311 and ask to speak to the project manager.

Information—What can I do with my property?

Before you come here to get those answers, you should look on-line. There are many sources to assist you on the County Website. You can find information about your property on the PDS Map Portal. Go to the following PDS web page:

www.snohomishcountywa.gov/3752 and search for your property on the Map Portal. There are instructions on how to use the Map Portal and search by property address or tax account/parcel number. There are several layers to the map that you can view including the zoning, comprehensive plan designation, fire district, locations of streams and lakes and much more. Just toggle on and off your selections.

Once you know the zoning, you may determine what uses are allowed. To find that you simply go to our on-line version of the code - Title 30. You can view a copy of Title 30 at www.snohomishcountywa.gov. Under “Your Government” select “County Code” in the left column. Allowed uses for zones are contained in Chapter 30.22. Setback and other bulk regulations are contained in Chapter 30.23.

PDS has developed a helpful video on permitting titled “Mary’s Permitting Story” located on the following web page: <https://www.snohomishcountywa.gov/2908/Residential>.

This bulletin is intended only as an information guide. The information may not be complete and is subject to change. For complete legal information, refer to Snohomish County Code.

General Information Assistance

You can come into our Customer Support Center and speak to one of our staff in person. Service hours are:

Monday, Tuesday, Wednesday and Friday	8:00 a.m. to 4:00 p.m.
Thursdays	Closed 8:00 a.m. to 10:00 a.m.
Thursdays	Open 10:00 a.m. to 4:00 p.m.

As an alternative, you can also submit an inquiry to Ask Permit Tech via our online web form. Go to the following web page and complete the online form: [AskPermitTech](#). You should receive a response within 7 to 14 days.

If you are trying to determine the feasibility of a future permit or project, you have two options available to you. One is to seek the assistance of a surveyor, engineer or land use consultant. The other option is to schedule a Pre-Application submittal appointment with staff. You will need to submit basic project information along with details about your proposal and specific questions you are seeking answers to. For residential and Land Use projects go to www.snohomishcountywa.gov/1190/Permits-Forms, and click on the link under “Pre-Applications” that applies to your project. For commercial projects, go to www.snohomishcountywa.gov/1204/Commercial-Buildings and click on “Commercial Pre-Application Review” under “Other Commercial Forms.”

Records Room - Viewing Public Records

PDS creates and maintains current and historical records that are related to land and property development in unincorporated Snohomish County, such as applications, site plans, house plans, and permits. Information about PDS permitting records and public records can be found on the following web page: <https://www.snohomishcountywa.gov/2303/PDS-Public-Records-Information>.

There are several ways to access PDS Records. First try using the [PDS Online Records](#) search tool. If you have questions about using the records search tool, please read the [How-to Guide](#) or contact the records room staff at 425-388-3622 for assistance. Please note that not all PDS records are available through the PDS Online Records search tool. This is because some of our records are still in paper and/or microfiche, and the process to digitize this old material is ongoing and expected to take several years.

If you do not find what you are looking for, please fill out an [Information Request Form](#) and the Records Room will try to locate the files for you. We do our best to make all records available upon request. On occasion, materials may not be easily accessible (stored off site). If that is the case we will set up an appointment for you to view the materials.

You may also visit our Records Room located on 2nd Floor of the Robert J. Drewel Building during the following days/hours:

Monday, Tuesday, Wednesday & Friday	8:00 a.m. to Noon; 1:00 p.m. to 4:00 p.m.
Thursdays	10:00 a.m. to Noon; 1:00 p.m. to 4:00 p.m.

The PDS Records Room also handles title eliminations for manufactured homes.

For copies of recorded documents, surveys, plats, etc., you can visit the Snohomish County Auditor’s website at www.snohomishcountywa.gov/176/Auditor or you can visit their office which is on the 1st floor of the Robert J. Drewel Building.

Other sites you may find helpful

For on-site septic system permits or as-builts or if you have questions regarding wells contact the Snohomish County Health Department. Their website is at www.snohd.org or you can call them at 425.339.5200.

For the assessed value of a property including taxing districts, tax payer information, etc. you can visit the Assessor's website at www.snohomishcountywa.gov/175/Assessor. Included at this site are on-line maps which provide sales information for the past 3 years.

Assistance Bulletins

PDS has a library of Assistance Bulletins provided to the public for reference purposes. They should not be used in lieu of the Snohomish County Code. Assistance Bulletins may be found online at the following web page: <https://www.snohomishcountywa.gov/1479/Assistance-Bulletins>. Below are links to some of the more frequently referenced bulletins.

Bulletin #50	Frequently Asked Questions
Bulletin #38	Administrative Conditional Use Permits
Bulletin #39	Conditional Use Permits
Bulletin #74	Common Permit Exemptions
Bulletin #15	Critical Area Regulations for Residential Projects
Bulletin #21	Decks (porches and steps)
Bulletin #20	Dock Repair Projects
Bulletin #19	Docks
Bulletin #89	Drainage Review
Bulletin #6	Fences
Bulletin #66	Filling Roadside Ditches
Bulletin #4	Fire Damage Repair
Bulletin #42	Flood Hazard Areas
Bulletin #26	Garages and Storage Buildings
Bulletin #35	Grading Permits for Projects Vested Prior to September 30, 2010
Bulletin #87	Land Disturbing Activity Permits
Bulletin #22	Low Impact Development Best Management Practices (LID BMPs)
Bulletin #10	Home Occupations
Bulletin #36	Manufactured/Mobile Home Permit Process
Bulletin #23	Residential Building Permit Process
Bulletin #18	Residential Building Permit Fees
Bulletin #58	Building Height Calculation
Bulletin #40	Retaining Walls
Bulletin #44	Rural Cluster Subdivisions
Bulletin #17	Swimming Pools
Bulletin #49	Temporary Dwellings

MORE INFORMATION AVAILABLE ONLINE

Please review the land use and development regulations contained within Snohomish County Code Title 30 in their entirety prior to making any decisions regarding the purchase and/or development of your property. You can view these regulations by going to: www.snohomishcountywa.gov and under “Your Government” select “County Code” in the left column.

While Planning & Development Services staff is here to provide you with general guidance and information related to land use and development, we cannot provide you with specifics regarding design and use potential for your property. Please consult a land use professional for assistance.