



Planning & Community
Development

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Permit Exemptions

The various codes and ordinances adopted by the City of Shoreline define certain activities and/or structures that are exempt from permitting requirements. The following overview identifies many of the exemptions. This information is not intended to replace the specific requirements of the City of Shoreline Municipal Code, International Residential Code, International Building Code, or any other adopted codes. Clearing and grading, tree removal and site development permits are not included in this brochure. See chapter 20.50.290 of the Shoreline Development Code for more information on these permit types.

Residential Building Permit Exceptions International Residential Code (IRC) Section R105

- One-story, detached residential accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 200 square feet, the structure is not over ten feet in height, or attached to another structure (IRC & Shoreline Municipal Code 20.50.100).

Please note: Although detached accessory structures less than 200 square feet do not require a permit, the structures may need to be located minimum distances from property lines (*see Accessory Structures handout for more information*).

- Fences not over 6 feet high. (per SMC)
- Retaining walls that are not over 4 feet in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge (examples: sloping backfill, adjacent structures, driveways, roads or parking areas); including rockeries less than 4 feet high unless surcharged by backfill sloping more than 2H:1V, adjacent structures, driveways, roads or parking areas. Height is measured from low-side grade to top of rockery.
- Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2 to 1.
- Decks not more than 30 inches (762 mm) above grade at any point and detached from the dwelling and which are not part of an exit route.
- Painting, papering, tiling, carpeting, cabinets, countertops, limited siding repair and similar finish work.
- Prefabricated residential swimming pools that are less than 24 inches deep.
- Swings and other playground equipment.
- Window awnings supported by an exterior wall which do not project more than 54 inches from the exterior wall and do not require additional support.

Hours of Operation:

Monday 8:00 am-5:00 pm
Tuesday 8:00 am-5:00 pm
Wednesday 1:00 pm-5:00 pm
Thursday 8:00 am-5:00 pm
Friday 8:00 am-5:00 pm

Permit Processing Ends at 4:00 pm Daily

- Re-roofing of existing buildings where there are no structural elements being revised, including the roof diaphragm. (See Re-Roofing development handout for more information)

Exemptions from permit requirements should not be considered as an authorization for any work to be done in any manner in violation of building codes or any other laws or ordinances adopted by the City of Shoreline.

**Commercial and Multifamily
Building Permit Exceptions
International Building Code (IBC) Section 105**

- One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 200 square feet
- Fences not over 6 feet high. (per SMC)
- Oil derricks.
- Retaining walls that are not over 4 feet in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge (examples: sloping backfill, adjacent structures, driveways, roads or parking areas) or impounding Class I, II, or IIIA liquids.
- Rockeries less than 4 feet high unless surcharged by backfill sloping more than 2H:1V, adjacent structures, driveways, roads or parking areas. Height is measured from low-side grade to top of rockery.
- Water tanks supported directly on grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2:1.
- Sidewalks, platforms, and driveways not more than 30 inches above adjacent grade, and not over any basement or story below and are not part of an accessible route.
- Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
- Temporary motion picture, television and theater stage sets and scenery.
- Prefabricated swimming pools accessory to a Group R-3 occupancy that are less than 24 inches deep, do not exceed 5,000 gallons and are installed entirely above ground.
- Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.
- Swings and other playground equipment accessory to detached one- and two-family dwellings.
- Window awnings in Group R-3 and U occupancies, supported by an exterior wall that do not project more than 54 inches from the exterior wall and do not require additional support.
- Non-fixed and movable fixtures, cases, racks, counters and partitions not over 5 feet-9 inches in height.

Electrical

- Repairs and maintenance: A permit shall not be required for minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.

Gas
IBC & IRC - Section 105
International Fuel Gas Code (IFGC) – Section 106

- Portable heating, cooking or clothes drying appliances. (IRC/IBC/IFG)
- Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe. (IRC/IBC/IFG)
- Portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid. (IRC)

Mechanical
International Mechanical Code – Section 106
IBC & IRC Section 105 & Uniform Plumbing Code – Section 103

- Portable heating appliance. (IMC/IBC/IRC)
- Portable ventilation appliances. (IMC/IBC/IRC)
- Portable cooling equipment. (IMC/IBC/IRC)
- Steam, hot or chilled water piping within any heating or cooling equipment regulated by this code. (IMC/IBC/IRC)
- Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe. (IMC/IBC/IRC)
- Portable evaporative cooler. (IMC/IBC/IRC)
- Self-contained refrigeration systems containing 10 pounds or less of refrigerant or that are actuated by motors of 1 horsepower or less. (IMC/IRC)
- Portable fuel cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid. (IMC/IRC)

Plumbing
Uniform Plumbing Code (UPC) Section 103.1.2

- The stopping of leaks in drains, water, soil, waste or vent pipe: provided, however, that if any concealed trap, drainpipe, water soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work will be considered as new work and **a permit must be obtained and inspections made** as provided for in the UPC.
- The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures. (IMC/IBC/IRC/UPC)