

WHEN IS A BUILDING PERMIT REQUIRED?

If you live within the City of University Place, a **Building Permit** is required for:

- All new construction (note exceptions below).
- Re-roofing of a residence or other building.
- Re-siding of a residence or other building if the sheathing is removed to the bare studs.
- Deck construction.
- Any addition or remodel to an existing structure (including plumbing and mechanical fixtures).

A Building Permit **is not** required for:

- One-story detached accessory buildings used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 square feet.
- Fences that are six feet in height or less.
- Moveable cases, counters and partitions not over five feet nine inches high.
- Retaining walls that are not over four feet in height, measured from the bottom of the footing to the top of the wall, provided the wall is set back from the adjacent property lines or structures a distance at least equal to the height of the wall and the grade retained slopes one unit vertical to two units horizontal (or less) up and away from the wall and does not support a surcharge or impound flammable materials.
- 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 2:1.
- Painting, papering and similar finish work.
- Temporary motion picture, television and theater stage sets and scenery.
- Prefabricated swimming pools accessory to a single family dwelling accommodating ten or fewer persons in which the pools walls are entirely above grade and if the capacity does not exceed 5000 gallons.

These structures are exempt from the fees associated with obtaining a building permit. They must still meet the current minimum building code standards. They must also meet the minimum setback, height and other Zoning Code regulations for the zone in which they are located.

The information provided here may not reflect the most updated regulations and is not intended to address all development. All work must comply with the current University Place Municipal Code. If have any questions about the requirements for your project, please contact Development Services at (253) 460-2509.