



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.

Attached Garage/ Carport Conversions

Assistance Bulletin

28

Revised March 2015

WWW.SNOCO.ORG

Keyword: Assistance Bulletins

Q: Do I need a permit to convert my carport or garage to a bedroom or other type of living space?

A: Yes. If you are converting an attached garage or carport to a bedroom, family room, or other type of living space, you will need to get a building permit.

Q: Do I need to have any kind of plans or drawings?

A: Yes. When converting carports and garages to living space, one set of plans will be required depicting the work. These plans should include:

- Windows (sizes and location), heating, ventilation and insulation.
- Access and exits.
- Any new wall or floor framing.
- Floor plan.
- One copy of a site/plot plan.
- A completed Residential Building Permit application. Go to www.snohomishcountywa.gov/1863 for a copy.

Q: What is a site/plot plan?

A: A site plan is an accurate and detailed map of your property showing the location of existing buildings and the proposed work. It must contain (on a maximum 11-by-17-inch sheet of paper) the name of the property owner, address and tax account number of the property, north arrow, property lines, and any easements; dimensions, location, and distance of the proposed structure from these features. The map is required to be drawn to a standard engineering scale such 1" = 20' or 1" = 40'. Please use a scale that allows the entire lot to be shown with all dimensions clearly marked.

Q: Is there a fee for the permit?

A: Yes. The permit fee and plan check fee will be based on the value of the work. Our permit counter staff will determine the permit and plan check fee amounts when you submit your application.

Q: Is an appointment required to submit a building permit application?

A: No. All Residential Building Permit applications are now submitted by visiting the Customer Support Center, 2nd Floor Robert J. Drewel Building. To get forms online, go to www.snohomishcountywa.gov/1190.

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.