



Permit Tip Sheet

Community Development Department

3100 Belmont Blvd. Suite 104, West Richland WA.99353

(509) 967-5902 email: permits@westrichland.org

The purpose of this tip sheet is to provide a general understanding of the permit and code requirements for common residential projects, and does not address the subject in great detail.

Although a building permit may not be required, work shall still be code compliant.

Land use and zoning requirements still apply regardless of building permit requirements.

Permit is Required	Permit Not Required
Decks more than 30" above grade and/or more than 200 sq ft and/or attached to structure (measured vertically to the grade below at any point within 36" of the outer edge of deck)	Decks less than 30" above grade unless more than 200 sq ft and/or attached to structure and/or egress access (measured vertically to the grade below at any point within 36" of the outer edge of deck)
Fireplaces, wood burning stoves, gas & pellet inserts	Decking replacement without changing or adding any other structural members or removing guardrails
Furnaces, air conditioners, heat pumps	Bathroom and kitchen fixture replacements without plumbing line modifications such as sinks and toilets (note: tub and shower replacement does require a permit)
Tub, shower replacement	
Water heater installation	Interior finish work such as painting, papering, tiling, carpeting, cabinets, countertops and similar finish work
Water softener installation	
Swimming pools, portable pools, spas & saunas	Retaining walls and rockeries that are not over 4' in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge
Interior remodel	
Exterior doors, windows, skylights	
Accessory dwelling unit (ADU) ex. Mother in-law apartment	
Carports	Swings, slides and other playground equipment
Reroof	
Gas piping	
Home business (home occupations)	
Backflow prevention devices	Sidewalks and driveways that are not in or connected to the right of way, are not more than 30" above grade and are not over a basement or story below
Garage conversion into living space	
Hose bibs, drinking fountains	Window awnings supported by an exterior wall which do not project more than 54" and do not require additional support
Rockeries, retaining walls over 4' in height or supporting a surcharge	
Electrical circuits and services (Obtain through Labor & Industries)	
No Fee Permit	
Accessory structures (one-story detached) used as tool and storage sheds, tree-supported play structures, playhouses, and similar uses not exceeding 200 square feet	Although a building permit is not required, a scalable site plan must be submitted and approved by the Community Development Department prior to construction.
Fences not over 7 ft (Unless otherwise stated in the WRMC)	

If you have questions about a project please feel free to call the Community Development Department.