



Department of
Community Development



Do I Need a Building Permit?

OVERVIEW

Kitsap County requires building and/or fire code permits for many residential and commercial projects to ensure safety for community residents and the environment; however, some projects do not require a permit.

A Department Community Development (DCD) building permit is not required for the projects listed below; however, you may need to obtain separate plumbing, electrical, and mechanical permits from Labor & Industries, unless the items are otherwise exempted.

Although your project may be exempt from requiring a building permit, it still needs to conform to building code requirements, zoning setbacks, critical areas, shoreline management, or other Kitsap County regulations. If you are unsure if your project will conform, please get in touch with DCD staff at 360.337.5777.

PERMITS ARE NOT REQUIRED FOR THE FOLLOWING:

• Sheds:

- Residential, single-story, detached, unconditioned, accessory structures that will be used as tool/storage sheds, playhouses, or similar uses, provided the floor area does not exceed 200 square feet.
- Commercial, single-story, detached, accessory structures used as tool/storage sheds, and similar uses, provided the floor area does not exceed 120 square feet.

• Carports: Unattached and under 200 square feet

• Retaining Walls: Non-shoreline, upland retaining walls that are not over 4' high measured from the bottom of the footing to the top of the wall, unless supporting a surcharge (such as a road, building, or tank) or any type of combustible or flammable liquid.

• 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.

• Fences: 7' high and under. For gates, please review [Fire Code Requirements](#) for emergency access. **Exceptions:** Fences greater than 6' and near a shoreline may need a permit, depending on actual proximity to the Ordinary High-Water line. When a fence greater than 6' is located near a critical area, or a critical area buffer, a DCD building permit is required so that its placement can be reviewed.

• Decks: not attached to buildings are less than 30" above grade at any point, less than 200 square feet, do not serve as main entry door, and are not more than 18" high for shoreline properties. **Exceptions:** when near critical area, or critical area buffer, a DCD building permit is required, so that Environmental Reviewer can review placement.

[Kitsap.gov/DCD](https://www.kitsap.gov/DCD)
(360) 337-5777

Help@Kitsap1.com

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PERMITS ARE NOT REQUIRED...

- **Roofing:** Repair or maintenance of roofing or flashing of a single-family residence or associated accessory buildings, provided that no structural work is done and that no more than 2,100 square feet of roofing materials are being replaced.
- **Non-covered platforms, sidewalks, and driveways** - are not more than 18" above grade on waterfront properties or 30" above grade on non-waterfront properties and not over any basement or story below.
- **Painting, papering, tiling, carpeting, cabinets, countertops, and similar finish work.**
- **Prefabricated swimming pools** that are less than 24 inches deep.
- **Swings** and other playground equipment. (residential only)
- **Window awnings** are supported by an exterior wall that does not project more than 54 inches from the exterior wall and does not require additional support.
- **Temporary motion picture, television, and theater stage sets and scenery.**
- **Moveable cases, counters, and partitions** not over 5'9" high.
- **Garage door replacement**
- **Gutter installation or work**
- **Agriculture structure** is exempt from a building permit, provided that the square footage is no larger than 864 square feet; the use will be exclusively for livestock, feed, and, or farm implements; located no closer than ten feet from the nearest structure; does not contain a heat or plumbing sources (unless permitted); shall be registered with Kitsap County Department of Community Development.

EXAMPLES OF PROJECTS THAT WILL REQUIRE A BUILDING PERMIT

- All residential or commercial additions (adding square footage to existing buildings)
- A structure or new impervious surface of **ANY** size located within the shoreline buffer or in a critical area or their buffers and setbacks. This includes decks and patios under 18" in height.
- Residential storage buildings over 200 square feet
- Residential storage building that will have any mechanical equipment. Examples: heat pump, pump house, generator.
- Carports – attached and carports that are 201+ square feet.
- Commercial storage buildings over 120 square feet
- Fences over 7' high
- Retaining walls over 4' tall or supporting structures
- Above-ground swimming pools over 24" deep
- All in-ground swimming pools
- Shoreline bulkheads
- Boathouses
- All building demolitions
- Doors and Windows (New or Replacement)
- Siding
- Covered Porches (includes Manufactured Homes)
- Moving a building

- Temporary buildings
- All structural remodeling-Interior & Exterior
- Insulation and Sheetrock/Wallboard Installation
- Decks – see exceptions on page 1
- Residential re-roofing over 2,100 square feet
- All commercial re-roofing
- All commercial remodeling (Tenant Improvement)
- Commercial occupancy of an existing building
- Commercial storage rack systems over 5'9" tall
- Temporary Commercial Business – Tent/Structure
- Plumbing work (except for stoppage of leaks)
- Mechanical work (except repairs of appliances)

NEED A PERMIT?

All Community Development permits are submitted online. Please visit our [Prepare, Apply, Manage page](#) to begin your permit process.