



Planning & Development Services
1812 Main Street/PO Box 257
Lake Stevens, WA 98258
(425) 377-3235 Fax (425) 377-3226

Change of Occupancy or Use Checklist

A change of occupancy must include 5 sets of all submitted information/plans.

- Commercial classification change
- Residential classification change

This is a list of requirements for a change of occupancy

Planning department requirements

1. Zone
2. Off Street parking requirements LSMC 14.72
3. Landscaping standards LSMC 14.76
4. Sign requirements LSMC 14.68
5. Development standards; setbacks, height, impervious surface. LSMC 14.48

Engineering Department Requirements

1. Frontage improvements; curb, gutter and sidewalk LSMC 14.56
2. Dedication of right-of-way LSMC 14.56
3. Access requirements LSMC 14.56
4. Drainage requirements LSMC 14.64

Structural Requirements

- Over 4,000 square feet – engineering required.