

Residential B Permit Checklist

Use this zoning checklist to ensure all regulations are met. Be thorough.

Residential B checklist- Primary Use Buildings				
	Yes	No	N/A	Explanation
If for a single family dwelling, is the lot at least 12500 square feet?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The minimum allowed lot size is 12500 square feet.
If for a two-family dwelling, is the lot at least 17500 square feet?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The minimum allowed lot size is 17500 square feet.
If for a three-family dwelling, is the lot at least 21000 square feet?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The minimum allowed lot size is 21000 square feet.
If for a four-family dwelling, is the lot at least 25000 square feet?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The minimum allowed lot size is 25000 square feet.
For each dwelling unit above four, up to twelve units, is there an additional 1500 square feet of lot area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
For each dwelling unit above twelve units, is there an additional 2000 square feet of lot area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Will at least 45% of the lot area be left uncovered by structures, asphalt, cement, or driveways?	<input type="checkbox"/>	<input type="checkbox"/>		Only 55% of the lot may be covered by buildings, structures, asphalt, cement, or driveways.
Is the building height 30 feet or less?	<input type="checkbox"/>	<input type="checkbox"/>		30 feet is the maximum height allowed in this zone.
If built on a flag lot, does this home meet all requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See Municipal Code 16.24.045

Other information

1. Answering "No" to any Item on this checklist means your permit will not be granted as you are not in compliance with the zoning ordinance.
2. You may be required to post a bond for a swale If the city engineer determines that It Is necessary.
3. Certain improvements such as swales, curb and gutter, and sidewalk will be required unless you enter into a deferral agreement.
4. No building may be located on or over utility easements.
5. Buildings may be up to three stories or 30 feet in height, whichever is less.

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Is the front of building foundation at least 20 feet from the street property line?	<input type="checkbox"/>	<input type="checkbox"/>		This should be measured from the edge of the roadway right of way to the closest point of the foundation.
Is the building foundation at least 8 feet from the property line on all sides of the lot?	<input type="checkbox"/>	<input type="checkbox"/>		This should be measured from the edge of the property line to the closest point of the foundation.
If on a corner lot: is the building foundation at least 25 feet from the street property line on the side of the lot adjacent to the street the house does not front?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is the rear yard at least 20 feet deep or 20% of the depth of the lot (whichever is less)?	<input type="checkbox"/>	<input type="checkbox"/>		
Do you have a plan to address storm water?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	This would include a swale or curb and gutter.
Do you have a current survey of the lot?	<input type="checkbox"/>	<input type="checkbox"/>		Setbacks cannot be accurately measured without a survey, nor can easements be known.
Have you reviewed the master street plan to ensure your building does not conflict with it?	<input type="checkbox"/>	<input type="checkbox"/>		
Have you obtained a cut permit?	<input type="checkbox"/>	<input type="checkbox"/>		For a water or sewer connection you must first obtain a cut permit.
If for a multi-family dwelling, do you have a plan for landscaping, playgrounds, and open areas?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Landscaping, playgrounds, and open space shall be required for multi-family dwellings.
Have you provided for two (2) off-street parking spaces per dwelling unit?	<input type="checkbox"/>	<input type="checkbox"/>		Parking spaces must be concrete or asphalt.

Other information

1. Review City Code 17.12.050 for further regulations relating to off street parking in multi-family residences.

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Residential B checklist- Accessory Use Buildings

	Yes	No	N/A	Explanation
Does this lot have one (1) or less accessory buildings?	<input type="checkbox"/>	<input type="checkbox"/>		No more than two accessory buildings are permitted on any lot.
Is the building 10 feet tall or less?	<input type="checkbox"/>	<input type="checkbox"/>		The maximum height of an accessory building is 10 feet.
Does this building's square footage combined with any other accessory building's square footage exceed 250 square feet?	<input type="checkbox"/>	<input type="checkbox"/>		No more than 250 square feet of a lot may be occupied by accessory buildings.
Is the building foundation at least 8 feet from the property line on all sides of the lot?	<input type="checkbox"/>	<input type="checkbox"/>		The minimum required setback is 8 feet from the property line.
If on a corner lot: is the building foundation at least 25 feet from the street property line on the side of the lot adjacent to the street the house does not front?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is this building located wholly in the rear yard?	<input type="checkbox"/>	<input type="checkbox"/>		No accessory buildings are permitted in the front or side yards.
Will at least 45% of the lot area be left uncovered by structures?	<input type="checkbox"/>	<input type="checkbox"/>		Only 55% of the lot may be covered by buildings or structures.
If the structure is located over, across or under utility easements, can the you remove it when necessary for maintenance, repair or replacement of the utility?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Have you reviewed the master street plan to ensure your building does not conflict with it?	<input type="checkbox"/>	<input type="checkbox"/>		
Do you have a current survey of the lot?	<input type="checkbox"/>	<input type="checkbox"/>		Setbacks cannot be accurately measured without a survey, nor can easements be known.

Other information

1. Answering "No" to any Item on this checklist means your permit will not be granted as you are not in compliance with the zoning ordinance.
2. Buildings under 120 square feet and less than ten feet tall do not need building permits.
3. Buildings that do not require permits may be located anywhere in the rear yard, except they must be at least 16 feet from any residence on any adjoining property.
4. No accessory buildings are permitted in front or side yards.
5. Accessory buildings may not be used as dwellings.

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Residential B checklist- Accessory Building: Detached Garage

	Yes	No	N/A	Explanation
Does this lot have one (1) or less accessory buildings?	<input type="checkbox"/>	<input type="checkbox"/>		No more than two accessory buildings are permitted on any lot.
Will this building be on a permanent foundation?	<input type="checkbox"/>	<input type="checkbox"/>		A detached garage must be on affixed to a permanent foundation
Is the building 20 feet tall or less?	<input type="checkbox"/>	<input type="checkbox"/>		20 feet tall is the maximum height allowed
Will at least 45% of the lot area be left uncovered by structures?	<input type="checkbox"/>	<input type="checkbox"/>		Only 55% of the lot may be covered by buildings or structures.
Have you reviewed the master street plan to ensure your building does not conflict with it?	<input type="checkbox"/>	<input type="checkbox"/>		
Is this building located wholly in the rear yard?	<input type="checkbox"/>	<input type="checkbox"/>		No accessory buildings are permitted in the front or side yards.
Is the building foundation at least 8 feet from the property line on all sides of the lot?	<input type="checkbox"/>	<input type="checkbox"/>		The minimum required setback is 8 feet from the property line.
If on a corner lot: is the building foundation at least 25 feet from the street property line on the side of the lot adjacent to the street the house does not front?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Do you have a current survey of the lot?	<input type="checkbox"/>	<input type="checkbox"/>		Setbacks cannot be accurately measured without a survey, nor can easements be known.

Other information

1. Answering "No" to any Item on this checklist means your permit will not be granted as you are not in compliance with the zoning ordinance.
2. No detached garage shall be permitted in front or side yards.
3. Detached garages shall not be used as dwellings.
4. A detached garage may exceed 250 square feet.
5. A detached garage may not be used for commercial/business purposes or for a home occupation.
6. No detached garage may be located on or over utility easements.