



## Code Adoption

**Effective March 15, 2024, the City of Lake Stevens will be adopting and enforcing the following codes:**

2021 International Building Code (IBC)  
2021 International Existing Building Code (IEBC)  
2017 Accessible & Usable Building & Facilities (ICC/ANSI A117.1)  
2021 International Fire Code (IFC)  
2021 International Residential Code (IRC)  
2021 International Mechanical Code (IMC)  
2021 Uniform Plumbing Code (UPC)  
2021 International Fuel Gas Code (IFGC)  
2021 National Fuel Gas Code (NFPA 54)  
2021 Wildland-Urban Interface Code (WUI)  
2021 International Property Maintenance Code (IPMC)  
2021 Washington State Energy Code-Commercial  
2021 Washington State Energy Code-Residential

***Permits that have been accepted for review and have paid intake fees before close of business on March 14, 2024, will be reviewed under the 2018 code series.***

**All applications must be submitted electronically by following the steps below:**

- First-time users must create an online account at the [Citizen Connect](#), log-in and apply for any permit.
- Log-in and follow the prompts to fill in the required information on the application.
- Submit your application and upload the required items from the checklist depending on project. City staff will check for completeness; this can take up to 3 business days.
- An email response will be sent to you letting you know if:
  - More information is needed, or
  - Your application has been accepted and invoiced for payment. You may use a MasterCard or Visa to process your payment.

Applications are received under the provisions of Lake Stevens Municipal Code and shall expire by limitation and become null and void if permit is not obtained within 180 days of this application.

For questions or assistance contact a Permit Specialist at [Permits@lakestevenswa.gov](mailto:Permits@lakestevenswa.gov) or call us at 425-622-9400.

## Code Change Question (Q) & Answers (A)

1. Q-How do I get my project vested to the 2018 codes?  
A-You need to successfully complete the intake process and pay the intake fee before close of business on Thursday, March 14, 2024.
2. Q-I'm working on a phased project. How do I get the project to vest to the 2018 codes?  
A-To vest, the building permit needs to be deemed complete for intake and intake fees paid before close of business on Thursday, March 14, 2024.
3. Q-Does the permit have to be issued to be vested to the 2018 building code?  
A-No, the date of permit issuance does not vest the building permit. The date that the intake fees are paid will vest the building permit. Intake fees are invoices once the submittal is deemed counter complete for intake.
4. Q-What if all my documents are not ready at time of submittal?  
A-A complete application with all applicable documents is required to be deemed counter complete for intake.
5. Q-How long does the intake process take?  
A-Each round of counter completeness check intake review is approximately 3 days. Once the permit is deemed complete for intake, the intake fee will be invoiced.
6. Q-Does building code vesting also vest permit fees?  
A-No, permit fees will be calculated in accordance with the ordinances and policies in effect at the time of permit acceptance, regardless of building code vesting.
7. Q-Will tenant improvement and trade permits be vested to the same code as their respective building permit?  
A-Vesting of the building permit application includes subsequent: tenant improvements, exterior alterations, special provisions IBC 510, mechanical, plumbing and fire permits until the structure has been occupied.
8. Q-What if my permit expired under a previous code cycle.  
A-Permit cannot be reactivated across code cycles. A new permit application will need to be submitted under the current code.
9. Q-Can I request an extension on my permit under a previous code cycle?  
A-No, permits under plan review must be issued before the expiration date. Permits in issued status must be kept active by making active construction progress and requesting valid inspection listed on the inspection card.