



INFORMATION FOR Guest House

PERMITTING & DEVELOPMENT
PLANNING
DIVISION
121 5th Avenue N
P: 425.771.0220
www.edmondswa.gov

A guest house is a detached structure with no more than two bedrooms, accessory to a single-family dwelling, having no kitchen facilities, used primarily for sleeping quarters, not occupied by paying tenants, and located on a lot of at least 20,000 square feet in area.

CONDITIONAL USE PERMIT

A guest house is a secondary use requiring a Conditional Use Permit within all single-family residential (RS) zones. This is a Type II administrative decision. No permit for a guest house may be approved unless all of the findings in ECDC 20.05.010 can be made. These findings as well as additional information on the Conditional Use Permit process are outlined within the Conditional Use Permit handout (#P19).

APPLICATION CHECKLIST

Land use applications are submitted through the MyBuildingPermit portal and include the following:

- A verified statement by the applicant that the property affected by the application is in the exclusive ownership of the applicant, or that the applicant has submitted the application with the consent of all owners of the affected property;
- Site plan showing the location of all existing and proposed structures and adjacent streets. The site plan must be drawn to scale; a scale of 1 inch to 20 feet is preferred.
- Fee: See Fee Sheet (Type II Permit).

REVIEW PROCESS

An application for a Conditional Use Permit for a guest house is reviewed administratively as a Type II decision, which includes public notice of the proposal.

PERMIT EXPIRATION

An approved permit must be acted on by the owner within one year from the date of approval, or the Conditional Use Permit shall expire and be null and void. The applicant may apply for one, 1-year extension but must do so prior to the expiration date of the original permit.

Note: This information should not be used as a substitute for City codes and regulations. The Edmonds Community Development Code (ECDC) may be viewed at www.edmondswa.gov. The applicant is responsible for ensuring compliance with the fees and regulations that are applicable at the time of submittal. If you have a specific question about a certain aspect of your project, please contact the Planning Division at 121 Fifth Avenue North, (425) 771-0220. Please note that other local, state, and/or federal permits or approvals may be required.