



Clearing & Grading Application Checklist

The Department of Local Services, Permitting Division (Permitting) reviews land use actions and building permits and provides code enforcement services for the unincorporated areas of King County. This checklist covers applications for clearing and grading permits in unincorporated King County.


Supplemental documents indicated as “Other” may or may not apply to your permit application. For additional information or questions applicants may refer to the [Permit application forms listed by packet web page](#), Clearing and Grading Permit Application Packet

Submittal Documents

Submit one copy of each required document in PDF format. The [Electronic Plan Requirements handout](#) provides more detailed information. All subsequent submittal and revision documents will be made electronically through MyBuildingPermit.com (MBP).

Apply On-Line at MyBuildingPermit.com

Select: King County | Clearing and Grading | Any Project Type | New or Modification



Required Submittal Documents	
Site Areas Worksheet	
Site Plan	See Computer Aided Design CAD Templates and Data Resources: Site Plan, General
Temporary Erosion and Sediment Control Plan	See Computer Aided Design CAD Templates and Data Resources: Site Plan for TESC

Question:	Does the parcel directly abut public right of way, and will the new/existing driveway connect directly to the existing public roadway?
Yes	No additional submittal documents required
No	The following submittal documents are required:
	Legal Access Documentation ¹
Question:	Does the project propose more than 2,000 SF of new and replaced impervious surface AND/OR 7,000 SF of land disturbing activity?

Clearing and Grading permit application checklist, continued

No	No additional submittal documents required
Yes	The following submittal documents are required:
	Drainage Plan consistent with King County Surface Water Design Manual
	Technical Information Report (TIR) OR Drainage Assessment Letter
	Post Construction Soil Management Plan, Achieving the Post-construction Soil Standard
Question:	Does the project construct or modify a drainage pipe/ditch that is 12 inches or more in size/depth, OR receives stormwater runoff from a drainage pipe/ditch that is 12 inches or more in size/depth?
No	No additional submittal documents required
Yes	The following submittal documents are required:
	Technical Information Report (TIR) OR Drainage Assessment Letter
Question:	Is the parcel located within a regulatory floodplain, FEMA 100-year floodplain, FEMA floodway, or contains a Flood Hazard Area (lake, stream, river, or closed depression)?
No	No additional submittal documents required
Yes	The following submittal documents are required:
	Flood Hazard Certificate
Questions:	Is the project categorically exempt under state SEPA rules found in KCC 20.44.040?
Yes	No additional submittal documents required
No	The following submittal documents are required:
	SEPA Checklist and/or King County SEPA Greenhouse Gas Emissions Worksheet

Other Submittal Documents may include, but not limited to

Geotechnical Report/Evaluation, [Consultant Guidance](#), [Ecological](#)

Clearing and Grading permit application checklist, continued

Critical Areas Report
Critical Areas Restoration and/or Mitigation Plans
Arborist Report
Significant Tree Retention Plan

Additional Resources:

For additional information or questions, applicants may email PermitQuestions@KingCounty.gov or click the link to [submit your question online](#).

Department of Local Services, [Permitting Division](#) website

[Fees](#)

[King County Code](#)