

# Residential building permit application checklist, continued



## Residential, New Single Family Permit Application Checklist

This checklist covers applications for new single family residential construction permits in unincorporated King County.

Supplemental documents indicated as “Other” may or may not apply to your permit application. Please refer to the [Residential building permit overview](#). For additional information or questions applicants may also:

Apply On-Line at [MyBuildingPermit.com](http://MyBuildingPermit.com)

Select: King County | Building | Single Family Residential | New | Residence and all other structure



- Refer to the [Permit application forms listed by packet web page](#), Residential, New Single Family Residential packet
- Call the Permit Center at 206-296-6600
- Email [permitquestions@KingCounty.gov](mailto:permitquestions@KingCounty.gov)

### Submittal Documents

Copies	Required Submittal Documents
1	Residential, New Single Family Residential Permit Application – available on <a href="http://MyBuildingPermit.com">MyBuildingPermit.com</a>
1	Building/Architectural Plans <a href="#">Electronic Plan Requirements handout</a>
1	Site Plans, See <a href="#">Residential Site Plan Requirements</a>
1	Energy Worksheets for Residential Construction <a href="#">King County Energy Code &amp; Ventilation Worksheets</a> – OR – <a href="#">Washington State Energy Code Worksheets</a> (Single-family Prescriptive Worksheet, 2018 Glazing Schedule, and 2018 Heating System Sizing Worksheet)
1	<a href="#">Proof of Legal Lot</a>

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1	<a href="#">Residential Fire Access and Water Supply Checklist</a> is only required if the submittal doesn't include planned fire sprinkler system. Note that a separate permit is required for sprinklers.
1	<a href="#">Residential Solar Ready Checklist</a> – This checklist applies to building permit applications for new dwelling unit construction. It does not apply to remodels, additions, or roof replacements.

None	Mechanical – included in building permit
None	<a href="#">Plumbing</a> – provided by Seattle – King County Public Health
None	<a href="#">Electrical</a> – provided by Washington State, Department of Labor & Industry
Question:	Does the parcel directly abut public right of way, and will the new driveway connect directly to the existing public roadway?
Yes	No additional submittal documents required
No	The following submittal documents are required:
1	Legal Access Documentation <sup>1</sup>
Question	Will the new residential structure connect to the sewer system or be using an on-site sewage (septic) system?
	Connect to the sewer system requires either:
1	<a href="#">Sewer Availability Certificate</a> <b>OR</b>
1	<a href="#">Sewer Connection: Certificate of Future Sewer Connection</a> <sup>2</sup>
	Using an on-site sewage (septic) system requires:
1	Provided by Seattle – King County Public Health Copy of <a href="#">On-Site Sewage Systems (Septic) Permit</a> approval and approved site plan <b>OR</b> Copy of <a href="#">On-Site Sewage Systems (Septic) Permit</a> application submittal
1	<a href="#">Critical Areas Determination</a>
Question	How will potable water be provided to the new residence?
	Municipal water system:
1	<a href="#">Water Availability Certificate</a>

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	Water from an existing Group A or B System:
1	Obtain a Water Use Agreement from the provider
	Water well installed before 1/19/2018:
1	Washington State Well Report
1	<a href="#">Water Connection, Recording Document, Future Connection</a>
	Water well installed after 1/19/2018:
1	Washington State Well Report <sup>3</sup> , <b>OR</b>
1	Washington State Department of Ecology (DOE) approval letter, <b>OR</b>
1	Seattle – King County Department of Public Health approval if the well is not yet installed.
<b>Copies</b>	<b>Impervious Surface/Drainage Submittal Documents;</b> <a href="#">Refer to Residential Drainage Requirements</a>
1	<a href="#">Site Area Worksheet</a>
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?
No	No additional submittal documents required
Yes	The following submittal documents are required:
1	<a href="#">Residential Drainage Review Checklist</a>
1	Technical Information Report (TIR) OR Drainage Assessment Letter
1	Post Construction Soil Management Plan, <a href="#">Achieving the Post-construction Soil Standard</a>
Question:	Does the project construct or modify a drainage pipe/ditch that is 12 inches or more in size/depth, <b>OR</b> 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:
1	Technical Information Report (TIR) <b>OR</b> Drainage Assessment Letter

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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:
1	<a href="#">Flood Hazard Certificate</a>
<b>Copies</b>	<b>Other Submittal Documents</b>
1	Geotechnical Report/Evaluation, <a href="#">Consultant Guidance</a> , <a href="#">Ecological</a>
1	Critical Areas Designation <a href="#">Information</a>
1	Fire Permit: Sprinkler, Residential <a href="#">Information</a> - available on <a href="#">MyBuildingPermit.com</a>
1	Fuel Tanks, <a href="#">Installation and Relocation</a> - available on <a href="#">MyBuildingPermit.com</a>
1	Solar Photovoltaic System, Roof Mounted, <a href="#">Residential Exemption Checklist</a>

<sup>3</sup>If the Well Report is not available at the time of permit submittal, the Well Report must be submitted before permit issuance.

<sup>1</sup>Documentation of a recorded easement, or private access tract.

<sup>2</sup>If proposing a future sewer connection, documentation will be required before permit issuance.

