



## Residential Single Family, New Building Permit

*An overview on how to apply, plus a submittal checklist*

Building a new home involves many steps. This guide covers the most common parts and rules, including property research, site work, and construction permits. Not all projects will need every piece listed here, some might need more.

### Key Information Resources

[Residential, New Single-Family Construction Packet](#) - This has links to important documents mentioned below.

[Research Your Property](#) - You need to research and document your property's conditions and legal issues. We suggest completing the Permitting [Property Research Worksheet](#) before contacting us. This worksheet helps you gather the information we need to answer questions that will come up in reviewing your building permit application.

[Legal Lot](#) - Before building or dividing land, your lot must meet legal requirements.

### Site Preparation

The amount of pre-construction work and permits needed depends on several factors. Hazardous or sensitive areas can affect where you can build, so it's important to understand site limitations before starting design work. Most rural and some urban lots will need a [Critical Areas Designation](#).

During the Critical Areas Designation, you must "flag" your site. This means placing flags or tape in key spots on your property. These flags help King County staff identify property boundaries and where you plan to build. See [Residential Site, Instructions for Flagging a Site for Permit Applications](#).

### Prerequisite Permits and Other Agencies

Some permits and approvals come from other agencies. **Go through the Prerequisites Before Submittal questions in the checklist below to check if you need them for your project. If needed, get these permits before applying for your building permit.** See [Other agency services' permits](#).

Check for before applying for a building permit:

- [Public Health Approvals \(septic, well, gas piping\) – Seattle-King County Public Health](#)
  - This is the most commonly needed, others listed below are much less common.
- [Critical Areas Alteration Exception](#) (if on land designated as a [critical area](#))
- [Drainage Adjustment](#) – King County Water and Land Resources Division
- [Flood Permits](#) - King County Water and Land Resources Division (for if you are in a flood hazard area).
- [Historic Preservation Approval– King County Department of Natural Resources Historic Preservation Program](#)

Apply Online at [MyBuildingPermit.com](http://MyBuildingPermit.com)

Select this permit type:

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



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- [Roads Variances](#) – King County Roads

You might need these permits even if they are not required for the building permit application.

- Plumbing - Seattle – King County Public Health
- Electrical – Washington State, Department of Labor & Industry

### Infrastructure Services

Infrastructure Services like fire, water, and sewer are usually provided by special districts in unincorporated areas of the County. Check the [Property Research Guide](#) to find your service districts.

Even if your property is in a water or sewer district, it might not have immediate access to these services. Often, these areas are not fully covered by existing infrastructure. You will need a certificate (certificate of availability) from the service provider to show if water or sewer is available.

If no services are available, you will need to get permits for on-site sewage (septic) and water wells before applying for your building permit. See the Residential Building Permitting Agencies, Who Does What handout for more details, and check out our handouts on [Water Service Requirements](#) and [Water Wells, Permit Exempt and the Hirst Decision](#).

Most electrical and natural gas services are provided by Puget Sound Energy. If you use on-site propane (LPG) tanks, you will need separate permits. Please see [Fuel Tanks, Installation and Relocation](#).

### Site Access

Site Access During the building permit process, unaddressed parcels will be given an address. There is no separate application or fee for this. Sometimes, a temporary address is needed for temporary power service. See [Address, Affidavit of Use for an Approximate or Temporary Address](#)

The driveway connection to public road does not require a separate permit, but it must meet [King County Road Design and Construction Standards](#).

If your property connects to a public road through an easement or private connection, you need to provide proof of legal access with your permit application.

Emergency access, fire hydrants, and water flow will be checked as part of the fire protection requirements. In some cases, you may be required to install fire sprinkler systems. See the [Residential Fire Access and Water Supply Checklist](#).

### Energy Code Compliance

- New homes must follow the current state and county energy codes. You need to provide information on the proposed space and water heating systems, window thermal performance, and additional energy efficiency requirements. See the County's [Energy Codes page](#) and [WSU's Residential Energy Code Technical Code Support](#).
- Explore [green building and solar resources for opportunities and techniques](#).

### Site Work Permits

- [Clearing & Grading Permits](#) These can be obtained for stand-alone site work projects. Usually, clearing and grading for single-family homes are included in the building permit. Surface water and drainage are important for new development and are typically included in the building permit. See the

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[Residential Drainage Review Requirements](#) handout. In a few cases, a [State Environmental Policy Act \(SEPA\) checklist](#) will be required (we check this during initial intake).

- [Shoreline Substantial Development Permits](#) Required for all uses and changes within a shoreline area unless the proposal is specifically exempt from the definition of substantial development. See the [Shoreline Packet](#).

### Construction Permits

- Please see the Residential Building Permit Application Checklist below for a full listing of application and supplemental forms.
  - [Demolition Permits](#) are required to remove any structures. In most cases, demolishing an existing structure can be included in the building permit for a replacement structure.
  - Other, Non-Building Permits – In most cases, work for accessory structures such as fences, pools, and retaining walls are included in the building permit for the residence.

### Fire Permits

- [Residential Fire Access and Water Supply Checklist](#)
- Fire sprinklers may be required, see [Residential Fire Sprinkler Systems](#)

### Other Submittal Information

- [Residential Site Plan Requirements](#)
- Electronic Plan Requirements
  - [King County Permitting - Electronic Plan Requirements](#)
  - MyBuildingPermit.com, [Electronic Plan Requirements](#) and [Electronic Review Efficiency](#)
- [Permit Fees](#)

## Residential Single Family, New Building Permit - Checklist

How to Apply:

Applicants should submit their initial documents online at [Mybuildingpermit.com](http://Mybuildingpermit.com). This website guides you through the application process step by step, including the items listed below. Some additional documents, labeled as “Other,” might be needed for your permit application. Check the overview above for more details.

### Prerequisites Before Submittal

Follow the questions and answers below to see if you need extra documents.

<b>Complete Before Submittal</b>	
Obtain these applicable permits before submitting your building permit application.	
	<a href="#">Critical Areas Designation</a> - this site preparation step is required for all building.
Question:	<b>Flood hazard areas location:</b> Is the parcel in, next to, or does it include any mapped (FEMA 100-year floodplain, FEMA floodway, and/or channel migration hazard zone) or unmapped (lakes, rivers, streams, wetlands, and/or closed depressions) flood hazard areas?  Find out if you are in a flood hazard area <a href="#">here</a> .
No	No additional submittal documents required
Yes	The following submittal documents are required: <a href="#">Floodplain Development Permit Application &amp; Worksheet</a> , see <a href="#">Flood Hazards section of Permits list</a> .
Question:	<b>Historic Preservation Program:</b> Is the parcel a designated King County or City landmark?
No	No additional submittal documents required
Yes	<a href="#">Review requirements from the Department of Natural Resources’ Historic Preservation Program</a> and get approval before you begin building permit application.
Question:	<b>Roads Variance:</b> does your construction project need to connect to an arterial road (a main road)?
No	No additional submittal documents required
Yes	The following submittal documents are required: <a href="#">Road Standards Variance Request to the County Road Engineer</a>
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: <b>Legal Access Documentation</b>

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Question	<b>Sewer or Septic (Public Health Approval):</b> 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:
	<a href="#">Sewer Availability Certificate</a> <b>OR</b> <a href="#">Sewer Connection: Certificate of Future Sewer Connection</a>
	Using an on-site sewage (septic) system requires:
	Provided by Seattle – King County Public Health Copy of <a href="#">On-Site Sewage Systems (Septic) Permit</a> approval and approved site plan
Question	<b>Water Access:</b> How will potable water be provided to the new residence?
	Municipal water system: <a href="#">Water Availability Certificate</a>
If...	Water from an existing Group A or B System:
	Obtain a Water Use Agreement from the provider
If...	Water well installed before 1/19/2018:
	Washington State Well Report <b>OR</b> <a href="#">Water Connection, Recording Document, Future Connection</a>
If...	Water well installed after 1/19/2018:
	Washington State Well Report, <b>OR</b> Washington State Department of Ecology (DOE) approval letter, <b>OR</b> Seattle – King County Department of Public Health approval if the well is not yet installed.
Question:	<b>Impervious Surface/Drainage:</b> 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:
	<a href="#">Residential Drainage Review Checklist</a>
	Technical Information Report (TIR) <b>OR</b> Drainage Assessment Letter
	Post Construction Soil Management Plan, <a href="#">Achieving the Post-construction Soil Standard</a>

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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: Technical Information Report (TIR) <b>OR</b> Drainage Assessment Letter

### Required Submittal Documents

Required Submittal Documents	
	Residential, New Single Family Residential Permit Application – available on <a href="http://MyBuildingPermit.com">MyBuildingPermit.com</a>
	Building/Architectural Plans <a href="#">Electronic Plan Requirements handout</a>
	Site Plans, See <a href="#">Residential Site Plan Requirements</a>
	Energy Worksheets for New Residential Construction – 1) Prescriptive path (typical): Single Family Prescriptive, Glazing Schedule, and Simple Heating System Sizing Calculator form 2) Total UA path (alternative option): Code Compliance Calculator See <a href="#">WSU’s Residential Energy Code Technical Code Support</a> for all these forms, more about the two paths, and who to call with your energy questions.
	<a href="#">Proof of Legal Lot</a>
	<a href="#">Residential Fire Access and Water Supply Checklist</a> is only required if the submittal doesn’t include planned fire sprinkler system.
	<a href="#">Residential Solar Ready Checklist (see solar resources in link)</a> – This checklist applies to building permit applications for new dwelling unit construction. It does not apply to remodels, additions, or roof replacements.
	<a href="#">Site Areas Worksheet</a>

### Less Common Supporting Documents

Less Common Supporting Documents	
	Geotechnical Report/Evaluation, <a href="#">Consultant Guidance, Ecological under Critical Areas Alteration Exception</a>
	Fire Permit: Sprinkler, Residential <a href="#">Information</a> - available on <a href="http://MyBuildingPermit.com">MyBuildingPermit.com</a>

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	Fuel Tanks, <a href="#">Installation and Relocation</a> - available on <a href="#">MyBuildingPermit.com</a>
	Solar System Residential Exemption Checklist - <a href="#">see green building solar resources listings</a>
	<a href="#">Shoreline Substantial Development Permits (see: Shoreline Packet)</a> – if located in a Shoreline Jurisdiction

**Additional Information and Follow-Up Questions**

- Check out our [Customer Service Portal online](#)
- Call the Permit Center at 206-296-6600
- Email [permitquestions@KingCounty.gov](mailto:permitquestions@KingCounty.gov)
- [Other permits we offer in unincorporated King County](#)