



New Single Family or Duplex

Applicant Services Center
700 Fifth Avenue, Suite 2000
P. O. Box 34019
Seattle, WA 98124-4019
Phone: (206) 684-8850
www.seattle.gov/sdci

Project Number:

Project/Site Address:

This checklist has been provided to assist the applicant in preparing a complete application. It is the responsibility of the applicant to prepare a complete submittal. For further reference, please visit: [seattle.gov/sdci/permits/permits-we-issue-\(a-z\)/construction-permit-new-building,single-family-residential-or-duplex](http://seattle.gov/sdci/permits/permits-we-issue-(a-z)/construction-permit-new-building,single-family-residential-or-duplex)

LAND USE CONSIDERATIONS (check zoning and overlays and refer to Land Use Code for specific development standards):

Street/Alley Improvements
Using front yard averaging
MUP/LBA/Short Plat

Legal building site
Project in Historical Review District or
is a Historical Landmark

CONSTRUCTION CONSIDERATIONS:

Height/Area/Type of Construction covered
Demolition is required – Tip 337

Deep excavation at property line
Tenant Relocation is required

OTHER CONSIDERATIONS:

Application meets Tip 106
In ECA

In Shoreline
Grading Plan Contents

TYPE OF PLANS TO BE SUBMITTED:

Architectural / Structural Notes
Land Use Notes
Site / Plot Plan Survey (to document non-conformities)
Construction details
Drainage and Wastewater Control (DWC)¹
Construction Stormwater Control and Soil Amendment (CSC/SOIL)¹

Licensed Topographic Survey with 2' contours (if within 2' of height limit)
Foundation Plan(s)
Floor Plan(s)
Elevations
Framing Plan(s)
Building cross sections
Grading Plan (grading information may be shown on Site Plan and/or Drainage Plans unless stamping by a licensed civil engineer is required)

¹. Drainage Plans (DWC and CSC/SOIL Plans) must be prepared by a licensed civil engineer if there is 5,000 sq ft or more of new plus replaced hard surface.

ADDITIONAL SUBMITTALS:

Preliminary Assessment Report (PAR)	King County Sewage Treatment Capacity
Heating equipment sizing calculation	Charge Certification Form
Request for Water Availability Certificate	Special Inspection Forms
Statement of Financial Responsibility Form	Geotechnical Report
Agent's Letter of Authorization from Owner	Accessory Dwelling Unit (ADU) Forms
Identify Energy Code compliance path on plans	Building Grade Sheet if unimproved street
UA Calculation (Prescriptive Target path)	Copy of recorded Short Plat / LBA
Drainage Report (required for projects w/ 5,000 sq ft or more of new plus replaced hard surface)	Construction Agreement or Temporary Shoring
Infiltration Checklist (if required)	Legal Building Site Letter
On-site Stormwater Management (OSM) Calculator Workbook	Arborist Report
Memorandum of Drainage Control	Side Yard Easement
	Accessory Structure Agreement
	Salvage Assessment