



Single Family Addition & Alteration

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-construction-permit---addition-or-alteration

LAND USE CONSIDERATIONS (check the Land Use Code for specific development standards):

Front yard averaging	Existing Non-conformities (survey required)
Historical Review District or Historical Landmark	SEPA for non-construction related
MUP/LBA/Short Plat number/Variance	grading in ECA or construction over water
Special accessory uses (ADU, DADU, Adult Family Home)	Shoreline
	Other

CONSTRUCTION CONSIDERATIONS (check the Land Use Code for specific development standards):

Height/Stories/Area/Type of Construction shown	Deep excavation at property line
Demolition is required	Tenant Relocation required
Other	Compliance with SRC and/or SBC

TYPE OF PLANS REQUIRED:

Architectural / Structural Notes	Grading Plan (could be on site plan if simple)
Land Use / Grading Notes	Building cross sections
Site Plan	Foundation Plans (if structural changes)
ECA Standard (planting) Mitigation Plan	Floor Plans
Licensed Survey (to document non-conformities, contours for height calc, etc) per City Datum	Exterior Elevations
Standard Drainage and Wastewater Control Plan (DWC) ¹	Framing Plans (if structural changes)
Standard Construction Stormwater Control and Soil Amendment Plan (CSC) ¹	Construction details (stairs, shear walls, footings, shoring, retaining walls, etc)
	Other

1. Drainage Plans (DWC and CSC/SOIL Plans) are not required for projects with less than 750 sf of new plus replaced hard surface and/or 5,000 sf of land disturbing activity unless the project is in an environmentally critical area (ECA) or buffer. Preparation by a licensed civil engineer is required if there is 5,000 sf of more of new plus replaced hard surface.

Single Family Addition & Alteration**ADDITIONAL SUBMITTALS:**

Statement of Financial Responsibility Form
Agent's Letter of Authorization from owner
Preliminary Assessment Report (PAR)
Heating Equipment Sizing Calculation
ID Energy Code compliance path on plans
UA Calculations (Prescriptive Target path)
Beam calculations (gravity load calcs)
Geotechnical Report
Lateral Engineered Calculations
Prescriptive Lateral Design
Salvage Assessment submitted to SPU
Short Plat/LBA Plans (preliminary or recorded)

Construction Agreement, Temporary Shoring, or Geotechnical Report for deep cut at property line
Side Yard Easement or Accessory Structure Agreement
ECA exemption #
Other
Infiltration Checklist (if required)
On-site Stormwater Management (OSM) Calculator Workbook (if required)
Memorandum of Drainage Control (if required)
King County Sewage Treatment Capacity Charge Certification Form (if a new accessory or primary dwelling unit will be constructed)