



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)

¹Drainage 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)
Heating equipment sizing calculation
Request for Water Availability Certificate
Statement of Financial Responsibility
Form
Agent's Letter of Authorization from
Owner
Identify Energy Code compliance path
on plans
UA Calculation (Prescriptive Target
path)
Drainage Report (required for projects
w/ 5,000 sq ft or more of new plus
replaced hard surface)
Infiltration Checklist (if required)
On-site Stormwater Management
(OSM) Calculator Workbook
Memorandum of Drainage Control

King County Sewage Treatment Capacity
Charge Certification Form
Special Inspection Forms
Geotechnical Report
Accessory Dwelling Unit (ADU) Forms
Building Grade Sheet if unimproved street
Copy of recorded Short Plat / LBA
Construction Agreement or Temporary
Shoring
Legal Building Site Letter
Arborist Report
Side Yard Easement
Accessory Structure Agreement
Salvage Assessment