CityofRedmond
WASHINGTON

Residential Building Permit Process

What do I need to build a new house and what permits are required?

Step 1 – Request all applicable information that you need and don't know from the Development Services Center or online. By doing your homework ahead of time, you can be sure your application package contains all necessary information, drawings, etc.

Did you know?
If you have a septic tank or a well you must contact King County Department of Public Health (206-296-4932) and City Utility Engineer (425-556-2844) to get approval prior to the submittal of your Building Permit Application.

Step 2 – Once your application is complete call the Development Services Center and schedule an intake appointment.

Step 3 – At your appointment Development Service Staff will review your Building Permit submittal for completeness and collect a plan review fee from you. Residential permits may take up to three weeks from application date to receive any review comments or notification that your Building Permit is ready for issuance.

Step 4 – When the Building Permit is ready to be picked up you will be notified by e-mail of an amount due or if any outstanding information is required. From the date of this notification you will have 180 days to pick up the permit prior to the permit expiring.

Other Permits
Side Sewer and Water Meter Permits are applied for in the Development Services Center with a Public Works representative.

Apply for (Electrical, Mechanical and Plumbing) permits issued over the counter or On-line if you are a licensed contractor

Permitting Tip -
To avoid more than one Electrical Permit include the entire scope of work being performed such as: temporary power pole or security system. If you are pouring your building foundation without an Electrical Permit you will need an additional permit for the installation of the Ufer ground.

Permit submittal hours are Monday through Friday, 8 am to 5 pm, for appointments call 425-556-2473. If you have other questions call 425-556-2493 or see our website at www.redmond.gov.

OVERVIEW

One of each of the following permits are required for a one or two family home. These permits can be applied for in any order. Applications made at the Development Services Center can be applied for in one appointment with a maximum of three permits:

Plan Review is required for:

Building Permit
Side Sewer Permit
Water Meter Permit
Fire Sprinkler Permit

Permit issued over the counter:

Electrical Permit
Mechanical Permit
Plumbing Permit

This tip sheet is to provide an overview of the typical residential permitting process and shall not be used for other reasons.