



Permit Issuance Package

- All documents must be available on site.
- Maintain documents to ensure durability through project completion.
- If documents are not available for scheduled inspections, re-inspection fees may be charged.

Before construction

1. Make sure to review your approved permit, plans, and conditions where applicable.
 - a. Note the allowed working hours. See guidelines for construction noise: www.kingcounty.gov/noise
 - b. Note the right-of-way connection detail.
 - c. Note the erosion & sediment control plan.
2. Obtain any permits required by other agencies and follow the conditions. (ex. NPDES, FPA, & HPA)
3. Always call 811 before you dig.

Inspections

- 3 pm cut-off for next day inspection requests. Vashon – Thursdays only
- See [Inspection Scheduling Instructions](#) on page 2 for self-help options.
- Ensure your construction site is fully accessible throughout your scheduled inspection day.

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Inspection scheduling instructions

New Self-help Tools Now Available

Schedule – Cancel - Reschedule – Get Results

Get estimated arrival time

Please see [King County Construction Guidance](#) for up-to-date inspection re-start guidelines information.

King County Permitting Inspection Services		
By phone <i>IVR (automated touch-tone)</i> (206) 971-9780	Make a choice from the voice menu.	Follow the voice prompts to enter your permit number, inspection code, contact number, and other details.
By Text (844) 413-2653	Text “ <i>Schedule</i> ” “ <i>Cancel</i> ”, “ <i>Reschedule</i> ” or “ <i>Results</i> ”. Text “ <i>List</i> ” for available inspection codes.	Follow the text prompts to enter your permit number, inspection code, and other details.
Online King County Permitting Portal No user account required	Go to www.kingcounty.gov/permits Click on Schedule Inspection Online	Search by permit number. . Click on Record Info drop down. . Select Inspections, then Schedule Inspections.

Scheduling Inspections:

Leave a contact phone number so the inspector can provide updated scheduling if needed.

Inspection Arrival Window:

Building permits - See instructions above to check online or by IVR automated phone after 7:30am.

Fire permits - You will receive a call back from the inspector with expected arrival date and time.

Turnaround Time:

Response time is contingent on several factors including but not limited to, the number of inspection requests, staff availability, site location, and inspection type. Foundation, mechanical/furnace permits, and missed previous-day appointments are considered top priority.

Ensure your construction site is fully accessible throughout your scheduled inspection day.

Permit issuance package, continued


IVR Inspection Scheduling Codes

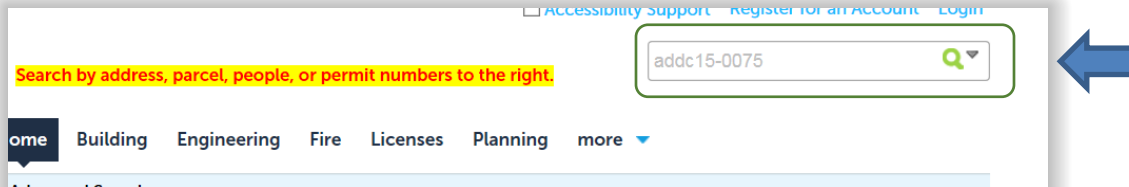
Building		Building		Fire	
Structure Removed	222	Temporary Occupancy	299	Placement - Tank	291
Pole Hole and Punch Pad	292	Other	134	Device Placement	259
Pad Placement	142	Pool Structure	293	Nozzle/Head Placement	283
Foundation Footing	086	Barrier Fence	027	Flow/Trip Test	273
Foundation Walls	089	Structural	220	Device/Panel Test	261
Foundation	087	Structure Removed	222	Flush Test	274
Hold Downs and Skirting	277	Insulation/Energy	060	Run Test	191
Under floor Inspection	300	Site Inspection		Pressure Test	168
Exterior Shear Wall	200	Pre-Construction Conference	160	Insulation Cover	280
Framing	090	Drainage BMP Installation	150	Rack/Pile Inspection	298
Mech./HVAC Inspection	282	Permit Extension Inspection	165	Emergency Shut Off	067
Interior Shear Wall	281	Wet Season Construction	375	Final Acceptance	077
Fire Rated Construction	082	Final Inspection-Critical	350	Other	134
Fire Inspection	266	Site Preparation	215		
Final Inspection	075	Final site	355		

Texting Express Commands	
<i>Schedule</i> S [permit number] [inspection code] [date]	<i>Cancel</i> C [permit number] [inspection code]
<i>Reschedule</i> RESCH [permit number] [inspection code] [date]	<i>Inspection Results</i> R [permit number] [inspection Code]

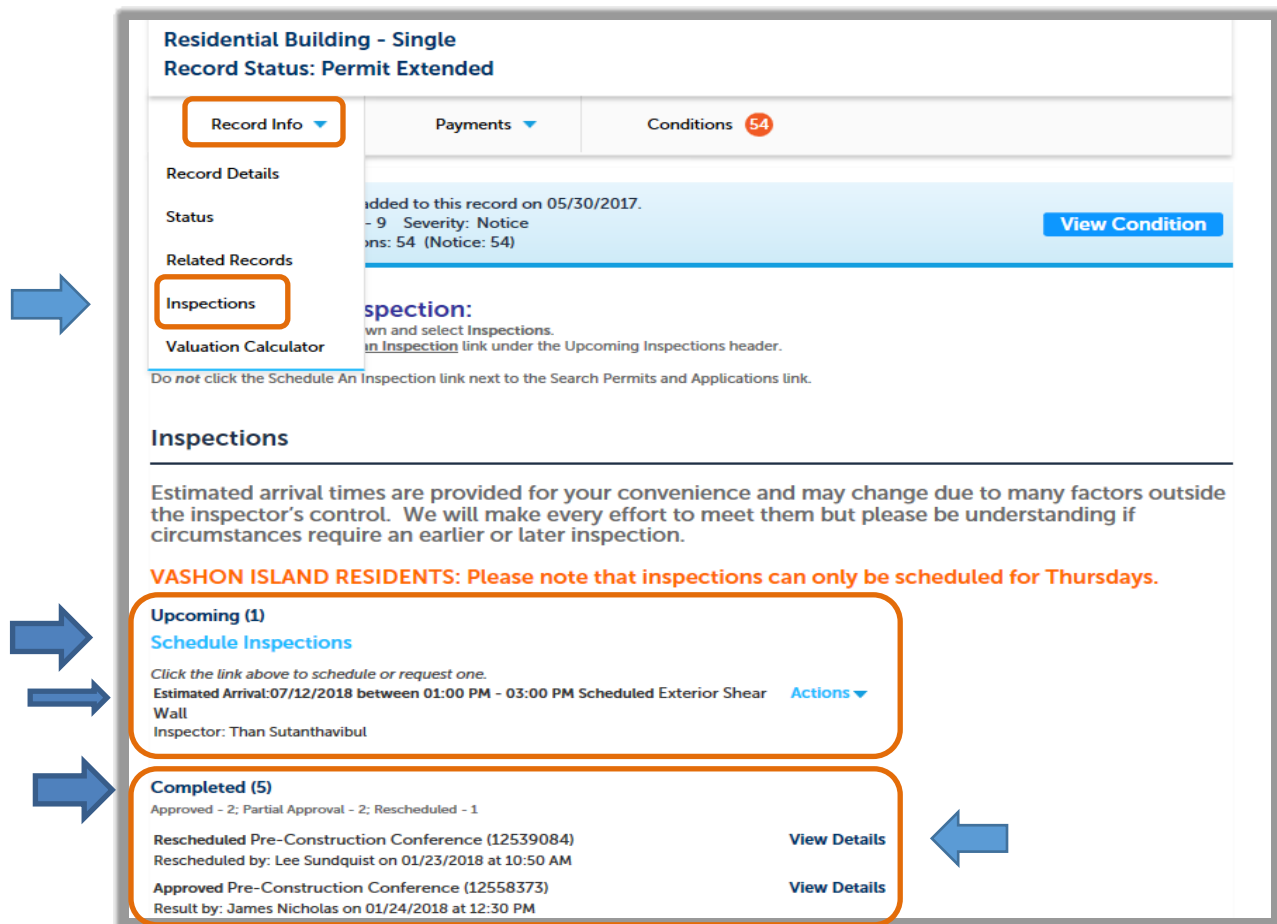
Permit issuance package, continued

Online Inspection Scheduling

1. Go to <https://aca-prod.accela.com/kingco/>
2. Enter permit number in top right corner and click . (Log in not required.)



3. Click the down arrow next to *Record Info*, then Click *Inspections*.
4. Click *Schedule Inspections*. Follow the prompts to select the desired inspection type.



Confirm Estimated Arrival Times & Obtain Inspection Results

- View estimated arrival times, inspector name, and results by following steps 1-2 above.
- Click on View Details for more information about a completed inspection.

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Other Permitting Agencies

Seattle – King County Public Health Department		
Plumbing & gas piping	On-site septic (OSS) & private wells	Public pools & spas
206-263-9566 Permit status	206-477-8050 OSS permit status	206-263-9566 Permit status

Washington State, Department of Labor & Industries	Puget Sound Energy
425-990-1430 Bellevue office or 206-835-1000 Tukwila office, or online Electrical inspections	1-888-321-7779 Electrical and gas hookups

Water, Sewer and Fire Districts	King County Districts Report (by address or parcel number)
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Additional Resources and Information

King County

[Department of Local Services, Permitting Division \(www.kingcounty.gov/permits\)](http://www.kingcounty.gov/permits)

[Permit Fees](#)

[Interactive Mapping, iMap and Parcel Viewer](#)

[On-line Permit Status, Invoice Payment and Inspection Scheduling](#)

[IVR Inspection Scheduling, phone number and codes](#)

