



## CITY OF COVINGTON

Permit Services  
16720 SE 271<sup>st</sup> Street, Suite 100  
Covington, WA 98042

Phone: (253) 638-1110

Fax: (253) 638-1122

www.ci.covington.wa.us

# COMMERCIAL SUBMITTAL CHECKLIST

- Six (6)** Detached Site Plans indicating the property lines and dimensions; proposed location of all structures and the setbacks from the foundation to the property lines. The site plan shall also indicate any easements (public or private), wetland or stream corridors and greenbelts or buffer areas. Utility hookups (water and sewer) must be identified on site plan. If property is on septic, show location of drain field.
- Six (6)** complete sets of construction drawings containing architectural, structural, civil, sprinkler, electrical, and mechanical plans, stamped by a Washington State licensed Architect or Engineer (stamp may be waived if structure is less than 4,000 sq ft in area).
- Two (2)** copies of Geotechnical Report.
- Two (2)** copies of Washington State Non-Residential Energy Code Compliance Form.
- Two (2)** copies of Structural Calculations stamped by a Washington State licensed Engineer.
- Site Development Permit approval ***required prior to permit issuance.***
- Food Service Establishments: **One (1)** copy of Seattle-King County Department of Public Health Plan Review Approval - Mike Milbach (206) 205-1903. ***Required prior to permit issuance.***
- Complete Building Permit Application
- Plan Review Fee
- Certificate of Transportation Concurrency
- Certificate of Water Availability:  
Contact Covington Water District (253) 631-0565 or Water District #111 (253) 631-3770.  
**OR**  
**Private Well** - King County Health Department approval required (206) 296-9744.
- Certificate of Sewer Availability:  
Contact Soos Creek Water & Sewer District (253) 630-9900.  
**OR**  
**Septic Tank** - King County Health Department approval required (206) 296-9744.
- Copy of valid Washington State Contractor's Registration. ***Required prior to permit issuance.***