



# Permit Requirements Table

## Identify Needed Permits and Approvals

Use the permit requirements table for an overview of local, regional, and state permits and approvals.

- Site Civil Engineering Permits
- Environmental Permits
- Construction Permits

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Review the applicability guidelines for each permit to see if it will apply to your project.

Site Civil Permits are required for stormwater, grading, water, sewer, right-of-way, electrical service (Snohomish PUD) and natural gas service (Cascade Natural Gas).

See the [Inspection Guidelines](#) for a general checklist of road, water, sanitary sewer and stormwater improvements that will be constructed as part of a project.

## Also See – [Time and Cost Table](#)

### General Information Meetings:

*Free and highly recommended for all projects!*

Get your site-specific questions answered. Submit preliminary plans and meet with city staff one week later (on Wednesdays) to answer questions prior to moving into the design phase of the development. See the [General Information Meeting](#) application for additional information.

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Civil Permit Requirements			
Applicability	Civil Permit Requirements		
	Requirement (Authority)	Guidance/Standards	More Information
<b>Stormwater/Drainage</b>			
<ul style="list-style-type: none"> <li>Creating or altering impervious surfaces</li> <li>Modification of an existing drainage system</li> <li>Land disturbing activities, including construction, clearing, excavation, etc.</li> </ul>	<b>Stormwater/Drainage Permit</b> (City of Arlington)	<a href="#">Plan and Design Guidelines</a> <a href="#">Stormwater Standards and Specifications</a>	<a href="#">Civil Permitting webpage</a>
<ul style="list-style-type: none"> <li>New development &gt;2,000 sq. ft.</li> <li>New/replace impervious surface or land disturbance &gt;7,000 sq. ft.</li> <li>Clearing, grading, and excavating activities that disturb ≥1 acre and discharge stormwater to surface waters.</li> </ul>	<b>Construction Stormwater General Permit</b> (State Dept. of Ecology)	<a href="#">A Guide for Construction Sites</a> Public notice requirements may apply	<a href="#">Construction Stormwater General Permit</a> <a href="#">Ecology Stormwater Permits</a>
<ul style="list-style-type: none"> <li>Industrial materials and activities exposed to rain, snow, snow melt, and/or runoff</li> </ul>	<b>NPDES General Permit</b> for Industrial Stormwater (State Dept. of Ecology)	<a href="#">Stormwater Guidance Documents</a>	<a href="#">Industrial Stormwater General Permit</a>
<b>Grading</b>			
<ul style="list-style-type: none"> <li>Land disturbing activities, including construction, clearing, excavation, etc. of 100+ yards</li> </ul>	<b>Grading Permit</b> (City of Arlington)	<a href="#">Requires Temporary Erosion/Sediment Control (TESC) Plan approval</a>	<a href="#">Civil Permitting webpage</a>
<b>Water/Sewer</b>			
<ul style="list-style-type: none"> <li>New Construction</li> <li>Modification of existing water/sewer</li> </ul>	<b>Civil Water/Sewer Permit and Installation and Connection Fees</b> (City of Arlington)	<a href="#">Commercial Industrial W/S checklist and guidelines</a>	<a href="#">Civil Permitting webpage</a>
<ul style="list-style-type: none"> <li>Projects within Assessment Reimbursement Areas</li> </ul>	<b>Latecomer Agreement Fees</b>	Water or sewer improvement projects previously constructed may require reimbursement	Amounts due are registered with the Snohomish County Assessor's Office
<b>Right-of-Way Permits</b>			
<ul style="list-style-type: none"> <li>Any work in public right-of-way: utilities, curb cuts, driveways, etc.</li> </ul>	<b>Civil Right-of-Way Permit</b> (City of Arlington)	Easements may be required for the purpose of construction, access, maintenance, sight distance preservation, roadway slopes, and utilities	See the city's <a href="#">Civil Permitting webpage</a>  <a href="#">Roadway &amp; Related Standards</a>
<b>Bonding Requirements</b>			
<ul style="list-style-type: none"> <li>New Construction</li> <li>Additions increasing total sq. ft. &gt;50% that abuts public rights-of-way that are not fully improved to the city standards</li> </ul>	<b>150% Performance Security</b>	Required for: <ul style="list-style-type: none"> <li>Project sites &gt;1 acre or</li> <li>Public improvement may have system-wide effect</li> </ul>	<a href="#">City's Transportation Plan Security Mechanisms</a>
	<b>150% Completion Security</b>	Required in lieu of installing approved public improvements	
	<b>20% Maintenance Security</b>	Required for replacing or repairing any of the public improvements installed as a condition of a permit.	

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## Civil Permit Requirements

Applicability	Civil Permit Requirements		
	Requirement (Authority)	Guidance/Standards	More Information
<b>Electrical Service</b>			
<ul style="list-style-type: none"> <li>New or upgraded electrical service</li> </ul>	<b>New Service Questionnaire (Engineering Review)</b> (SnoPUD)	SnoPUD will determine engineering/infrastructure needs for the project.	<a href="#">Electrical Service Requirements Manual</a> New construction <b>may</b> need to accommodate a vault room (Particularly important if the building is being constructed from lot line to lot line). Engage SnoPUD early in design process
<ul style="list-style-type: none"> <li>New or altered electrical service for construction</li> </ul>	<b>Temporary Power</b>	Contact <a href="#">Distribution Engineering Dept.</a> early in the process	
<ul style="list-style-type: none"> <li>Crossing or using WSDOT right-of-way</li> </ul>	<b>Right-of-Way Permit</b>	Process can run concurrently with city building permit process.	
<b>Natural Gas Service</b>			
<ul style="list-style-type: none"> <li>New or upgraded natural gas service</li> </ul>	<b>Engineering and Financial Analysis</b> (Cascade Natural Gas)	Cascade Natural Gas will determine engineering/infrastructure needs for the project.	<a href="#">Obtaining Natural Gas Form</a>

## Environmental Permit Requirements

Applicability	Environmental Permit Requirements		
	Requirement (Authority)	Guidance/Standards	More Information
<b>Air Quality</b>			
<ul style="list-style-type: none"> <li>Business operations that create, or have the potential to create, air pollution.</li> </ul>	<b>Notice of Construction &amp; Order of Approval</b> (Puget Sound Clean Air Agency)	Approval required for any new or modified air pollution <i>prior</i> to construction or making operational modifications.	<a href="#">PSCCA Permitting webpage</a>
<b>Hazardous Waste</b>			
Accumulation, containment and disposal of dangerous materials and waste: <ul style="list-style-type: none"> <li>Small Quantity Generator (SQG): &lt; 220 lbs./month (or less than 2.2 lbs. of certain wastes)</li> <li>Med. Quantity Generator (MQG): 220-2,200 lbs./month</li> <li>Large Quantity Generator (LQG): &gt; 2200 lbs./month (or more than 2.2 lbs. of certain wastes)</li> </ul>	<b>RCRA Site ID registration</b> and sufficient facilities to safely accumulate wastes ~90 days, personnel training plans and contingency plans for potential spills and releases. (State Dept. of Ecology)	SQG facilities may be required to have a RCRA Site ID by waste haulers or management facilities that service your facility.  MQG and LQG facilities are required to submit <a href="#">Dangerous Waste Site Identification</a> Form and obtain RCRA Site ID Number to track and report wastes.	<a href="#">State Dept. of Ecology General Information</a>  <a href="#">Which Rules Apply?</a>  <a href="#">Quick Requirements Guide</a>
<ul style="list-style-type: none"> <li>Manufacturing storage and handling of <b>hazardous materials</b> in quantities in excess of those listed in the Fire Code.</li> <li>Conducting a <b>hazardous process</b> or activity such as waste handling, creating combustible dust, etc.</li> </ul>	<b>Fire Department Operating Permit</b> (City of Arlington)	<a href="#">Hazardous materials</a> <a href="#">Hazardous process</a>	<a href="#">More information</a>
<b>Industrial and Commercial Wastewater Discharge Agreement</b>			
<ul style="list-style-type: none"> <li>Businesses that discharge or have possibility of discharging, FOG (fats, oils &amp; grease), petroleum products, chemicals, metals, unusual solids, etc.</li> </ul>	<b>Discharge Agreement</b> (City of Arlington)	May be required to have monitoring and maintenance of system and cooperate with inspections	<a href="#">Commercial Industrial W/S checklist and guidelines</a>

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Construction Permit Requirements			
Applicability	Construction Permit Requirements		
	Requirement (Authority)	Guidance/Standards	More Information
<b>Building Permits</b>			
<ul style="list-style-type: none"> <li>New Construction</li> <li>Addition to existing building (building footprint is enlarged/altered)</li> </ul>	<b>Commercial Building Permit</b> (City of Arlington)		<a href="#">Commercial Building Permit</a>
<ul style="list-style-type: none"> <li>Tenant improvement to existing building (building footprint is not altered)</li> </ul>	<b>Commercial Remodel Permit</b> (City of Arlington)		<a href="#">Commercial Remodel Permit</a>
<ul style="list-style-type: none"> <li>Changing use of existing building (Proposed use is not consistent with current permitted use of all or a portion of the building)</li> </ul>	<b>Change-of-Use Permit</b> (City of Arlington)	Changes of use may trigger other permitting and review requirements, including fire safety systems, mechanical, plumbing, parking, SEPA, etc.	<a href="#">Change-of-Use Permit</a>
<b>Trade Permits</b>			
<ul style="list-style-type: none"> <li><b>Mechanical equipment</b> (installation, alteration, replacement of: gas piping, HVAC, heat pumps, ventilation systems, coolers and chillers, exhaust systems, paint booths, tanks, etc.)</li> </ul>	<b>Commercial Mechanical Permit</b> (City of Arlington)		<a href="#">Commercial Mechanical Permit</a>
<ul style="list-style-type: none"> <li><b>Plumbing</b> system or fixture installation, alteration or remodel</li> </ul>	<b>Commercial Plumbing Permit</b> (City of Arlington)	<a href="#">Commercial Plumbing Submittal Checklist</a>	<a href="#">Commercial Plumbing Permit</a>
<ul style="list-style-type: none"> <li>Any facilities requiring installation or upgraded <b>sprinkler system</b></li> </ul>	<b>Fire Sprinkler Permit</b> (City of Arlington)	<a href="#">Sprinkler system</a>	<a href="#">Fire Sprinkler Permit</a>

## Construction Permits

Arlington encourages customers to submit all land use, site civil and building permits at the same time. Land use and site civil questions are easier to address when building design plans are included in submission.

The building and fire department review the building permit in one single step in [Arlington](#). Permits are reviewed after SEPA determination, conceptual drainage approval and Civil Permit review.

The above table provides an overview of types of construction and installation permits that are required for various types of manufacturing projects.

Additional [submittals/approvals](#) or time may be required depending on the specifics of your project. Permit Fees are generally based on project value or type of equipment installed. Plan Review Fees are assessed at 65% of total Building Permit Fee.