



## What is the purpose of a Construction Clearance?

The Health Department reviews Construction Clearances to make sure building projects:

- Are compatible with any existing or proposed septic system and water supply
- Will not interfere with or damage an existing or proposed septic system or well



## How can I prepare?

The Health Department recommends that you are familiar with the details of your proposed or existing drinking water supply and septic system. This will help ensure a smooth Construction Clearance process and a successful building project.



**For septic systems:** It is helpful to know the capacity and location. The size of a septic system is based on the number of bedrooms it will serve. Refer to your approved septic application or final as-built for the location and capacity. Access your as-built records in OnlineRME by visiting [www.snohd.org/159/As-Built-Records](http://www.snohd.org/159/As-Built-Records).

Be aware of setbacks (the required distance between septic system components and other site features). Setbacks protect septic systems from damage and prevent contamination of water supplies. Setbacks are listed in Washington Administrative Code (WAC) 246-272A-0210 ([app.leg.wa.gov/wac/default.aspx?cite=246-272A-0210](http://app.leg.wa.gov/wac/default.aspx?cite=246-272A-0210)).



**For drinking water:** Know the location of all water supply components. You should be able to find these on your approved septic application or final as-built.

When applicable, your water supply must comply with the Growth Management Act (GMA). GMA requires proof that your water supply can provide enough safe drinking water. City or county building departments determine when this applies. If GMA applies and your building project will connect to public water, you will need a letter from a public water provider that says you can connect. If you have a well and GMA applies, it must be approved by the Health Department as a drinking water supply.

## How do I complete a Construction Clearance?

See the other side of this handout for an overview of the process!

## Questions?

If you have specific questions about the Construction Clearance process and how it will affect your building project, email [SHD-EHQ@snoco.org](mailto:SHD-EHQ@snoco.org) or call **425-339-5250**.

**STEP 1**



## Submit a Construction Clearance Form

### If you live outside city limits:

Find the form here...  
<https://snohomishcountywa.gov/2916/Sewer-Water-Requirements>

Register or login to Planning & Development Services (PDS) portal to submit the form, pay the fee, and check your status...  
<https://pdspermitportal.snoco.org>

### If you live within city limits:

Contact your city's building department to see if this form is required.

If it is required, contact the Health Department for the Construction Clearance for Cities form.

**STEP 2**



## Submit Additional Documents & Make Changes If Needed

The Health Department will reach out if you need to submit additional documents or make changes to your water supply or septic system to comply with local and state code. For example...

### If the number of bedrooms will increase, you may need to:

- Work with a licensed septic designer to make changes to your septic system so it can handle extra wastewater

### If your existing septic system was never permitted, you may need to:

- Work with a licensed septic designer to submit a new septic application or as-built

### If your building project will connect to a well, you may need to:

- Submit a Well Site Application or Request for Review
- Complete a declaration of covenant or easement/agreement
- Add water treatment to your current drinking water supply
- Drill a new well or connect to public water

**STEP 3**



## If all looks good, the Health Department approves your clearance!

Outside city limits: We will notify county PDS of your approval.  
Inside city limits: We will send approval directly to you.

**STEP 4**



Your building permit is issued by Planning & Development Services or your city's building department.