



CONSTRUCTION PERMIT

(Excavation, Grading, Clearing and Erosion Control)

Purpose:

Section 14.37 of the Thurston County Code adopts and amends the International Building Code entitled Excavation and Grading. The chapter establishes regulations to control clearing, excavation, grading, and earthwork construction, including fills and embankments; establishes the administrative procedures for issuing permits; and provides for approval of plans and for inspection of grading activity. This chapter, together with County Ordinances, manages and regulates surface water drainage, erosion control, and surface water disposal.

When Do I Need a Construction Permit?

Permits are required for the following: more than 7,000 square feet of a clearing activity (clearing and grubbing, conversion to lawn, conversion to pasture, etc.), more than 50 cubic yards of grading, or if any amount of grading or removal of vegetation is proposed within a critical area as described in Chapter 17.15 of the Thurston County Code of associated buffer. Erosion control plans are also required regardless of the quantity of soil being moved, if, in the opinion of the Development Review Division, erosion is likely because of topography or soil type once ground cover vegetation is removed.

Is Environmental Review Required?

Environmental review is required for quantities of grading, fill and excavation exceeding 500 cubic yards of material. If your proposal requires environmental review, a State Environmental Policy Act (SEPA) checklist must be completed and submitted to the Thurston county Permit Assistance Center. A grading permit will not be issued until the SEPA Determination has been issued and the appeal period has been expired.

How Do I Apply?

Submit a completed application package to the Permit Assistance Center with the applicable application fee. Complete application package requirements are outlined on the application.

When a construction permit is required, plans and specifications showing the proposed work shall be submitted with the application. The plans shall include a separate drawing of the existing topography of the site prior to grading, and a drawing of the proposed topography after the grading. In some cases it may be necessary to provide plans of intermediate topography at various stages of the grading. A sequence of construction shall be provided showing how and when the work is to be accomplished. The contractor must be able to maintain proper erosion control during the grading, filling and excavation. The plans must show and detail the erosion control methods to be used during construction. Any requirements for special inspection during the grading, filling and excavation shall be stated within project specifications.

NOTE: Engineered plans may be required. Please refer to Volume I, Section 3.4 of the Drainage Design and Erosion Control Manual to determine the type of submittal.

Review Process and Timing:

This review may take four to eight weeks. The review time may take longer if environmental review and/or a request for additional information are required.

Expiration:

When associated with a larger project, this permit will expire with the construction plans. For grading and clearing only, the permit and plans will expire after 180 days. Two 180 day extensions are available upon a showing by the applicant of due diligence to complete the project. Such an extension shall be requested in writing by the applicant to the building office or designee at least 30 days prior to the expiration of the current permit.

I Still Have Questions...

The information in this bulletin is a general guideline of the procedures and rules. For additional information, speak with a staff member at the Permit Assistance Center. Contact information is listed below. You may also review all Thurston County Codes online on the County website referenced at the bottom of this page.

Thurston County Permit Assistance Center

2000 Lakeridge Drive SW, Bldg 1, Second Floor; Olympia, WA 98502
Phone: (360) 786-2493; TDD line: (360) 754-2933; Fax: (360) 754-2939

www.co.thurston.wa.us/permitting