Sources for Property Information

Updated Oct. 16, 2017

You may require certain basic information about your property to apply for a land use or building permit. This basic property information, such as the legal description, zoning, property lines, legally established use, recorded easements, and code violations, is usually available from a city, county, or state agency.

The sources identified below may assist you in locating this information.

City of Seattle

SEATTLE DEPARTMENT OF CONSTRUCTION AND INSPECTIONS (SDCI)

Microfilm Library
Seattle Municipal Tower, 20th floor
700 Fifth Ave.
(206) 233-5180
HOURS: M, W, F: 8:00 a.m.-4:00 p.m.
Tu, Th: 10:30 a.m.-4:00 p.m.
Permits, plans and land use files prior to 2006 in microfilm form.
Please note the City did not retain plans of single family and duplex structures prior to 1974.

Electronic Document Library
http://web6.seattle.gov/dpd/edms
Permits and land use files post 2006 in electronic form.

Please note that construction plans and structural calculations are only available by visiting the Microfilm Library or by emailing your request for plans to sci_microfilm@seattle.gov.

Public Record Request Center
https://city-seattle.mycusthelp.com/webbapp/rs/(S(ok34s1bosd3zpsdooyeuxhrm))/supporthome.aspx?sSessionID=1567425010DVDDZTKLXACWTEYXMKIJTTURDTL
Requests for any non-permit related records maintained by us, such as code compliance files, should be made through the City's Public Record Request Center.

Permit & Complaint Status
https://cosaccela.seattle.gov/Portal/welcome.aspx
Basic information regarding building permits, land use permits, and code compliance complaints from 1994 to present is available through our Permit and Complaint Status webpage.

Side Sewer Cards and Maps
http://web6.seattle.gov/dpd/sidesewercardsv2/
The SDCI Side Sewer Cards and Maps webpage shows private connections to the public sewer system prior to 2007. Please contact the Microfilm Library for as-built side sewer plans after 2007.

SEATTLE PUBLIC UTILITIES (SPU)
Information Center
Seattle Municipal Tower, 47th floor
700 Fifth Ave.
(206) 684-5132
• General information
• Referrals to map vault for:
- topographical maps
- paving & sidewalk plans
- quarter section maps
- historical aerial photos

SEATTLE DEPARTMENT OF TRANSPORTATION (SDOT)

Street Use Permit Center
Seattle Municipal Tower, 23rd floor
700 Fifth Ave.
(206) 684-5253
- Curb cut locations
- Curb cut specifications
- Street vacation information

SEATTLE PUBLIC LIBRARY - Central Branch
Magazines, Newspapers & Government Publications
1000 Fourth Ave.
(206) 386-4636
- Environmental Impact Statements
- Traffic Studies/Plans
- Seattle City Codes

SEATTLE CITY CLERK
City Hall, 3rd floor
600 Fourth Ave.
(206) 684-8344
- City Council actions
- Code amendments

KING COUNTY DEPARTMENT OF ASSESSMENTS
King County Administration Building
500 Fourth Ave., 7th floor
Seattle, WA 98104
(206) 296-7300
HOURS: 8:00 a.m.-4:30 p.m.
- Legal descriptions
- Construction date
- Use for tax purposes
- Tax rate

KING COUNTY RECORDER’S OFFICE
King County Administration Building
500 Fourth Ave., Room 311
Seattle, WA 98104
(206) 296-1570
HOURS: 8:30 a.m.-4:30 p.m.
For documents from mid-1991, including:
- Recorded documents
- Legal descriptions
- Liens
- Easements
- Short plats
- Lot boundary adjustments

KING COUNTY ARCHIVES
King County Archives
1215 East Fir St.
Seattle, WA 98122-5424
(206) 296-1538
archives@kingcounty.gov
For documents before mid-1991.

Washington State

WASHINGTON STATE ARCHIVES
Puget Sound Regional Branch
3000 Landerholm Circle SE, MS-N100
Bellevue, WA 98007-6484
(425) 564-3940
IMPORTANT: Please call for an appointment 24 hours in advance with parcel number and/or short legal description.
- Photographs of homes done in 1937-38 by WPA (Works Progress Administration)
- Indexes to deed & mortgages

Access to Information
Links to SDCI Tips, Director’s Rules, and the Seattle Land Use Code are available on our website at www.seattle.gov/sdci.

LEGAL DISCLAIMER: This Tip should not be used as a substitute for codes and regulations. The applicant is responsible for compliance with all code and rule requirements, whether or not described in this Tip.