

Frequently Asked Questions (FAQs) for DPD Online Electrical Permits

This document is comprised of the following sections:

[Who can Apply?](#)

[What do I need to apply?](#)

[What kind of electrical permits can I obtain online?](#)

[What kind of work requires a permit?](#)

[What information do I need to have to get an online permit?](#)

[What if I need to change or add-on to an issued permit?](#)

[How do I apply for a refund?](#)

[What web browsers are supported?](#)

[Who do I contact for assistance?](#)

Who can apply?

Licensed general electrical contractors may apply for any type of electrical permit that may be obtained online. See the section "[What kind of permits can I obtain online?](#)" below. Limited Energy (a.k.a. "low voltage") and Telecommunications license holders may only apply for permits to install low voltage and communications equipment, or to make minor modifications to existing fire alarm systems. Homeowners may apply for permits to do electrical work at the building/home that they own. An owner may wire new construction in residential buildings of four units or less, provided that the owner will occupy one of the dwelling units for a minimum of twenty-four months. The owner must submit an Affidavit of Owner Occupancy with the permit application. This form will be presented online during the application process.

Property owners and long term commercial leaseholders can apply for limited scope tenant improvements.

Anyone can apply for a temporary power permit or an Ufer ground only permit, if they know the associated construction permit number.

What do I need to apply?

Before starting the application process, make sure you have:

- An e-mail account
- Adobe Acrobat or the Adobe Reader for opening PDF files (Download the free Reader [here](#))
- Your Washington State electrical contractor's license number, if you are an electrical contractor
- The address where the electrical work will take place
- All details about the electrical items to be installed, including size (e.g. amperage, horsepower or kilowatts) and quantities

- A valid credit card (Visa or MasterCard) or an active DPD escrow (advanced deposit) account
- A DPD construction project permit number, if the electrical permit is to install temporary power or an Ufer ground only.

What kind of electrical permits can I obtain online?

You can apply for all types of electrical permits except:

- Work that requires electrical plan review
- Additions, revisions, or address changes to permits already issued
- New fire alarm systems or modifications of existing alarms that involve seven or more controllers/devices.
- Get-started/conditional work permits
- Hourly inspections
- Special event power
- More than one service for single-family/duplex occupancies
- Temporary power permits for multi-family, commercial, industrial or institutional occupancy types, unless they are less than 400 amps.

What kind of work requires a permit?

Most types of electrical work require a permit. As a general rule, you need a permit if you're installing, extending, altering, or connecting electrical wiring to electrical equipment. You don't need a permit for changing receptacles, switches, ballasts or fuses. There are also some specific situations that are exempt from City of Seattle permit requirements:

- Low voltage installations that have fewer than 10 base locations or 1,000 feet of cable
- Power less than 5 kilowatts, when it's for a special event
- Work on federally owned property

Note that you may need a permit from other jurisdictions before performing the types of except work listed above.

What information do I need to have to get an online permit?

Gather the following information before applying for your online permit:

- Valid worksite address
- Description of work
- Owner/tenant information
- An accurate count of the items that you will be adding, changing, and/or moving. (Example: 14 lights, 12 receptacles, 6 switches & (1) 200 amp service)

What if I need to change or add-on to an issued permit?

If you need to make additions or revisions to a permit that's already been issued, please call or visit DPD's Applicant Services Center (ASC). The ASC is located on the 20th floor of the Seattle Municipal Tower at 700 5th Avenue; you can reach Over-the-Counter permit staff at (206) 684-8464 or (206) 684-8113 (fax).

How do I apply for a refund?

You may request a refund for an overpayment, overcharge, application/permit duplication or a cancellation by filling out a Refund/Cancellation Request Form (available in PDF or Word) and submitting it to: DPD Accounting Services 700 5th Avenue Suite 2000 P.O. Box 34019 Seattle, WA 98104-5070

What web browsers are supported?

City of Seattle standards are generally to support all web browser versions with 5% or greater market share. Therefore it is possible a brand new version may not be supported when it first comes out.

Who do I contact for assistance?

If you have questions about permit application requirements, call the DPD Applicant Services Center at 206-684-8464.

If you have technical problems during registration or with an online permit application, please email the [DPD Webteam](#).

[Back to top of FAQs](#)

Last Updated 06/06/2012