



# TOWN OF WOODWAY

23920 113th Place W. · Woodway, WA 98020  
206.542.4443 · 206.546.9453 fax  
<http://www.townofwoodway.com>

Permit #:

Date Received:

## RIGHT-OF-WAY/STREET USE PERMIT SUBMITTAL CHECKLIST & APPLICATION SUPPLEMENT

**ROW Disturbance of surface includes:** Street trenching, utility installation, driveway resurfacing, driveway installation, boring & curb cuts, culverts, painting & rechannelization, haul routes, fencing and landscaping, temporary street closures, lane closures, oversized truck loads, fairs, concerts and public functions. This permit may be issued for those activities that will alter the appearance of or disturb the surface, super-surface, or sub-surface of the right of way.

*All questions about Right-of-Way permits should be addressed to the Public Works Director at 206.542.0183.*

Call **ONE CALL** (1-800-424-5555) **48 hours before you dig.** "It's the law." RCW 19.122.

### APPLICATION DOCUMENTS:

- One copy of the Master Tree and Right-of-Way Permit Application
- One copy of the Right-of-Way Permit Submittal Checklist & Application Supplement
- One copy of the Tree Permit Supplement
- One copy of the Environmentally Critical Areas checklist
- All fees and deposits as required by the Town of Woodway Fee Schedule.
- Two copies of a site plan depicting the following:
  1. Site location, address, names of adjacent or nearby streets, adjacent property lines and work area boundaries
  2. North arrow
  3. Scale – 1" = 20" to 1' = 50'
  4. Driveway entrances, fire hydrants, mailboxes, trees, etc.
  5. Detail showing proposed restoration of the roadway surface after trenching
- Two copies of a temporary erosion control plan, if applicable
- Two copies of a traffic control plan, if applicable
- Two copies of a shoring plan, if applicable
- Two copies of a Right-of-Way lease plan, if applicable
- Other information and requirements as deemed necessary by the Town in order to process the application consistent with the requirements of the WMC.

Project Type:                    New                                    Repair                                    Emergency

Project Duration & Start Date:

Project Description (Attach an extra page as necessary. Please include the proposed scope of work that will take place within the right-of-way including location(s), type of construction, materials and equipment to be installed, manner of erection or construction, mode of operation of the installed facility, manner of maintenance of installed facility, methods to safeguard the traveling public, during both working and non-working hours, while the project is under construction):

Inspection Date:	Inspected by:	Findings:
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