



Seattle Department of Transportation
 Street Use Division
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 Seattle, Washington 98124-4996
 (206) 684-5253 | SDOTPermits@seattle.gov

SDOT Permit Number(s)

(Official Use Only)

CONSTRUCTION USE PERMIT APPLICATION

Seattle Municipal Code (SMC) 15.04

1 APPLICATION DATE

SDOT Project ID # _____

(mo/day/year)

2 PROJECT ADDRESS

Address Number

Street Name (include NE, SW, Ave, St, Blvd, etc.)

Note: This address should match your building permit address on file with the City of Seattle Department of Planning and Development (DPD).

3 PROJECT TYPE (Check all that apply)

- Single Family
- Multifamily
- Commercial or Mixed Use
- Tenant Improvements/Building Maintenance (interior or exterior)
- Street or Sidewalk Infrastructure (for example, sidewalk repair or parklet)
- Industrial

4 PROJECT DESCRIPTION

EXAMPLE: Demolish existing structure and construct new single family residence. Stage construction dumpster in curb parking lane. Store construction materials in planting strip. Cross curb with excavation equipment. Block sidewalk during concrete pumping and material booming activities.

**Describe Project and Work in Right of Way
(include equipment used)**

Estimated project completion date (mo/day/year) (To receive Certificate of Occupancy)

FOR MULTI-STORY PROJECTS

Number of levels: above ground below ground

5 BACKGROUND

Applied Online/By Email

EXISTING OR RELATED PERMITS (Provide permit numbers if known)

DPD Permits

Note: DPD Permit #s are 7 digits and usually begin with a 3 or 6.

Permit #

Land Use

Demolition/Building

Other

SDOT Permits

Permit #

Construction Use

Simple Utility

SIP/Utility Major

Public Space Management:
(Annual/Vending/Term)

Other

INSPECTOR WARNING

Verbal Written

Note: Failure to notify Street Use of Inspector Warning could cause delays in permit processing and may lead to additional fees or fines.

6 WORK DESCRIPTION (Check all that apply)

Streets, sidewalks, bike lanes, planting strips, alleys, and unimproved areas are all examples of public right of way

In the right of way, does your project involve:

- Crossing the curb** with construction equipment?
- Staging** of construction equipment?
- Storing of materials?**
- Staging a construction **dumpster?**
- Construction entrances** that are rocked/spalled?
- Use of mobile or hydraulic equipment:

Note: Proof of insurance required with City listed as additional insured.

- Mobile cranes?**
- Manlifts or articulating lifts?**
- Boom trucks?**
- Concrete pump trucks or mixers?**
- Installation of **scaffolding**, swing stages, or **conex boxes?**

Notes: Scaffolding may require technical review. Scaffolding that protrudes from a project site into the right of way requires a permit.

- Walk-through scaffolding? (interior width must be ADA compliant)
- Non-walk-through scaffolding?
- With live load or material storage?
- With material elevator or trash chute?
- Conex boxes?
- Number of scaffolding levels
- Interior clear width (scaffolding and conex) ft.
- Exterior width (scaffolding and conex) ft.

6 WORK DESCRIPTION CONTINUED (Check all that apply)

In the right of way, does your project involve:

- A **fixed, temporary crane** located in the right of way for **long-term** use by your project? (Technical review may be required.)
- Pier piles, shoring, lagging, soil nails, tie backs**, or other **cut/fill** that extends into the right of way?
Will this require closure of sidewalk, parking lane, or bike lane for public safety? Yes No
- A **driveway**?
 - Install **concrete driveway** sq. ft.
 - Install **asphalt driveway** sq. ft.
 - Close a curb cut** (remove a driveway) sq. ft.
 - Maintain a driveway sq. ft.
- Paving**?
 - Install or repair **sidewalk** sq. ft.
 - Remove pavement** in the planting strip or shoulder? sq. ft.
 - Install pavement** in a street or alley sq. ft.
- Landscaping** or earthwork?
 - Landscaping a planting strip
 - Tree work (pruning, planting, or removal) – Requires Urban Forestry Permit
 - Clearing and grubbing
- Encroachment**? (An encroachment is a privately-owned structure or fixture in the right of way.)
 - Install/remove a **fence, rockery, or wall**
 - Install/remove an **awning**
 - Install/remove street furniture, **parklets**, streateries, or other encroachments

FRONTAGE WORK DESCRIPTION

EXAMPLES

Street Frontage Name	Area(s) Requested for Use							Area Used (sq. ft.)	Anticipated Start Date (mo/day/year)	Duration (days)	Describe Use
	Sidewalk	Planting Strip	Parking Lane	Bike Lane	Travel Lane	Alley	Unimproved Right of Way				
Alley						X		250	1/1/2016	30	storing of building materials
Nw 65th St	X			X	X			360	1/16/2016	10	closure of travel lane for concrete pump truck

7 MOBILITY IN AND AROUND WORK ZONES (See Director's Rule)

Traffic Control Plans are required for sidewalk and bicycle lane closures on arterial streets.

A. Do you propose to **reroute** or **detour** pedestrians or bicycles around your project site?

- Close sidewalk and **reroute** pedestrians into curb **parking lane**.
- Close sidewalk and **reroute** pedestrians into **bicycle lane**.
- Partially close sidewalk; use remaining width of sidewalk to reroute pedestrians around work zone. (Minimum 4-foot to 5-foot clear walkway required.)
- Close sidewalk and **detour** pedestrians **across the street**.
- Other

B. Do you plan to "no-park" parking stalls?

- I plan to use the parking lane **fronting my project site**. I will "no-park" it for **construction use** (such as staging, pumping, material storage, etc.).
- I plan to "no-park" select parking stalls to accommodate **truck turning radii** or my haul route.
- I plan to "no-park" Pay-to-Park or metered parking stalls.
- I have set up a billing agreement with Transportation Operations for this use.

8 APPLICATION REQUIREMENTS

- Site Plan – see Client Assistance Memo (CAM) 2116
- Traffic Control Plan (Arterials and High Impact Areas) – see CAM 2111

Note: Some non-arterial streets may require the submission of a Traffic Control Plan.

ADDITIONAL DOCUMENTS OR APPROVALS THAT MAY BE REQUIRED

- Letter of Authorization (LOA)
- King County Metro Transit Approval
- Holiday Moratorium Exception Request (Thanksgiving Day through Jan. 1) – see CAM 2107
- Engineered or Other Plan Sets (Required for sidewalk repair greater than 750 sq. ft.)
- Material Specifications
- Scaffolding Specifications and Load Calculations
- Crane Footing/Pad Specifications, Load Calculations, and Soils Bearing Report
- Historic or International District Approval
- Pavement Moratorium Waiver Request
- Other

9 APPLICANT

Applicant is the:

- Home Owner
- Property Owner
- Contractor
- Designer
- Construction Project Manager
- Permit Runner or Authorized Agent of the Permittee
- Other

Name:	SDOT Customer ID Number:
Company:	SDOT Company ID Number:
Mailing Address (include city, state, zip):	Office/Home Phone Number:
	Mobile Phone Number:
	Email Address:

10 FINANCIALLY RESPONSIBLE PARTY (Permittee)

Is **Applicant** the Financially Responsible Party? Yes - skip this section, proceed to **11**

Is **Applicant applying on behalf** of the Financially Responsible Party? Yes - **Letter of Authorization (LOA)** required

Name:	SDOT Customer ID Number:
Company:	SDOT Company ID Number:
Mailing Address (include city, state, zip):	Office/Home Phone Number:
	Mobile Phone Number:
	Email Address:

11 24-HOUR CONTACT (Job Site Contact)

Is **Applicant** the 24-Hour Contact? Yes - skip this section, proceed to **12**

Is **Financially Responsible Party** the 24-Hour Contact? Yes - skip this section, proceed to **12**

Name:	SDOT Customer ID Number:
Company:	SDOT Company ID Number:
Mailing Address (include city, state, zip):	Office/Home Phone Number:
	Mobile Phone Number:
	Email Address:

12 TERMS AND CONDITIONS

Indemnification: The Permittee agrees to defend, indemnify, and hold harmless the City of Seattle, its officials, officers, employees, and agents against: (1) any liability, claims, causes of action, judgments, or expenses, including reasonable attorney fees, resulting directly or indirectly from any act or omission of the Permittee, its subcontractors, anyone directly or indirectly employed by them, and anyone for whose acts or omissions they may be liable, arising out of the Permittee's use or occupancy of the public right of way; and (2) all loss by the failure of the Permittee to fully or adequately perform, in any respect, all authorizations or obligations under the Permit.

Acceptance of terms, conditions, and requirements: Permittee shall accept the terms, conditions, and requirements of the permit and agree to comply with them to the satisfaction of the Seattle Department of Transportation, Street Use

Division. Permittee further agrees to comply with all applicable city ordinances, including but not limited to Title 15 SMC, and all applicable requirements of state and federal law. Work shall begin within six months from the date of approval unless other arrangements are made, otherwise the application shall be void.

Applicant/Permittee or Authorized Agent Statement: I declare under penalty of perjury under the laws of the State of Washington that: I am the Applicant/Permittee OR the authorized agent of the Applicant/Permittee; that the information provided is correct and complete; and that I have the authority to bind the Applicant/Permittee to this application.

Deposits, Charges, and Future Billings: The Permittee is responsible for all permit charges. If a deposit was made for estimated future Street Use services, any unused portion of the deposit will be refunded to the Applicant/Permittee. Any charges in excess of the deposit will be billed to the Applicant/Permittee.

APPLICANT SIGNATURE

DATE