



Street Use Permit
APPLICATION FOR EXCEPTION
 Downtown Seattle Transit Emphasis Streets

Project Address:	SDOT Project #
Cross Streets:	DPD Project #
Proponent's Project Title:	
Contact Person:	Phone
Firm:	Fax
Address:	
E-mail:	

Project Description:

Exception Condition	Time of Day		Date		Location		
	From	To	Start	End	Street Name	From	To
Driving lane blockage							
Sidewalk blockage							

Why Is Exception Being Requested (attach additional sheet if required):

***All information must be received for the Application for Exception to proceed**

Applicant Signature:	
<i>Signature</i>	<i>Date</i>

TO BE COMPLETED BY CITY OF SEATTLE STAFF		Date Received:
Traffic Control Plan Attached	Staff Recommendation <i>(initials/date)</i>	
	Traffic Controls	
	Traffic Operations	
	Traffic Signals	
Comments:		
		Concurrence <i>(initials/date)</i>
Additional Info Requested (specify in Comments section)	Traffic Management	
Alternative Suggested (specify in Comments section)	SDOT Sound Transit PM	
Mobility Impact Surcharge Required \$ _____	SDOT Construction Coordinator	
Approved		
Denied		
<i>Signature of Traffic Engineer</i>		<i>Date</i>



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This Exception request applies to permit restrictions for the transit emphasis streets or sidewalks that have been established to support the downtown Seattle transit tunnel closure. All other exceptions will follow the standard procedure. The permit conditions covered by this exception process are for partial or full driving lane or sidewalk blockages during expanded peak hours in defined transit emphasis streets or pedestrian areas.

Exception Procedure

1 Applicant:

- a. Complete the Exception Request form.
- b. Fax, mail, or hand deliver the original form and relevant traffic control plans to Seattle Department of Transportation Traffic Control Programs (37th floor, Seattle Municipal Tower).

2 Traffic Control Programs:

- a. Log the Application for Exception.
- b. File a copy.
- c. Review Traffic Control Plan with applicant.
- d. Review the application. Contact the applicant if necessary for clarification.
- e. Make a recommendation.
- f. Secure staff recommendations from Traffic Operations and Traffic Signals.
- g. Forward to Exception Review Team for approval.

3 Exception Review Team:

- a. Review the application and staff recommendations.
- b. Document the final decision.
- c. Sign and date the form.
- d. If application is denied, notify applicant and notify the SDOT Director who will notify the Mayor's office.
- e. If approved, return package to Traffic Control Programs.

4 Traffic Control Programs:

- a. If application approved, determine the driving lane or sidewalk mobility impact surcharge.
- b. Log the completed request and decision. Update the active exception map.
- c. Replace the filed copy with the original completed application.
- d. Notify the applicant and return a copy of the approved application and approved traffic control plan to the applicant.

5 Applicant:

- a. For an approval, return to Street Use with the approved exception and approved traffic control plan.
- b. Complete the application process and the approved exception will be noted on the permit.
- c. If more information is requested, attach the additional information to the original request and return to step 1b.
- d. For a suggested alternative, if the alternative is acceptable, return to Street Use with the approved exception.
- e. Complete the application process, pay the mobility impact surcharge. The agreed to alternative will be noted on the permit.