GENERAL REQUIREMENTS

1. **Nature of permit.** This permit is issued according to Seattle Municipal Code (“SMC”), Chapter 15.04, for the use or occupancy of the public right of way in a manner consistent with the terms and conditions in this permit. This permit is wholly of a temporary nature, vests no permanent rights, and is revocable according to SMC Section 15.04.070.

2. **Acceptance of terms, conditions, and requirements.** The Permittee accepts the terms, conditions, and requirements of this permit and agrees to comply with them to the satisfaction of the Seattle Department of Transportation, Street Use & Urban Forestry Division (“Street Use”), or such other agency as may be designated by the City. The Permittee further agrees to comply with all applicable City ordinances, including but not limited to SMC Title 15, and all applicable state and federal laws.

3. **Copy of permit.** A copy of the issued permit and current approved plans shall be on site and available at all times.

4. **Expiration of permit.** This permit shall remain valid until revoked according to SMC Section 15.04.070; provided that the permit shall expire automatically if the authorized work does not begin within 6 months from the date the permit is issued. The Permittee is responsible for keeping the permit up to date including submitting updated plans for approval. The Permittee shall submit requests to update a permit in writing or in person, and all requests shall be made to Street Use in a timely manner; otherwise, the Permittee may lose access to requested schedule for continued work in the right of way.

5. **Superiority of Street Improvement Permits.** When a Street Improvement Permit exists, rights acquired under the Street Improvement Permit supersede those acquired under any other Street Use or Utility Permits. Work not approved under the Street Improvement Permit shall require separate Street Use or Utility Permits and Permittee shall obtain these permits in advance of work.

6. **Compliance with technical requirements and standards.** All work within the public right of way shall be performed and completed according to the current or subsequently-amended requirements in the following technical documents published by the City: Right-of-Way Improvements Manual; Street Tree Manual; Standard Specifications for Road, Bridge and Municipal Construction; Standard Plans for Municipal Construction; Street and Sidewalk Pavement Opening and Restoration Rule; and Traffic Control Manual for In-Street Work.

7. **Scope of work.** The Permittee shall stage equipment or materials and construct or install the improvements and infrastructure reflected in and in accordance with this permit and the City-approved construction plans. Any revisions, omissions, or additions to the scope of work shall be reviewed and approved by the City before implementation.

8. **Street Use notification.** Construction work may be completed in several phases: site preparation (installing traffic control, saw-cutting, etc.); ground breaking; restoration; or staging of equipment and materials. Before beginning any phase of work in the public right of way, the Permittee shall notify Street Use of each start date. The Permittee shall be responsible for notifying Street Use Job Start at (206) 684-5270 or SDOTJobStart@seattle.gov a minimum of 2 business days before starting work and shall provide the following information:

   • Permit number;
   • Job-site address;
   • Start date — please specify if Job Start date is the same as the excavation or ground breaking date. If the dates are different, please provide both dates;
   • Brief work description; and
   • Job-site contact name and phone number.

   Failure to notify Street Use Job Start shall result in a $300 penalty or other amounts according to SMC Section 15.04.074. For Street Improvement Permits and Utility Major Permits, a preconstruction meeting is required before starting construction, and the assigned inspector shall be notified a minimum of 2-business days before required inspections. Construction or utility activity occurring with, but not approved under, a Street Improvement or Utility Major Permit shall be permitted under separate Street Use permits. The Permittee shall apply for and obtain these Street Use permits in advance of work. Failure to do so may subject the Permittee to the above-described penalties, and additional permit review charges may apply.

9. **Underground and overhead utility notification.** The Permittee shall notify the following entities, as applicable, 2 full business days in advance:
• Utility Underground Locate Center (811 or 1-800-424-5555) before ground disturbance; and
• Seattle City Light (206-684-4911) if working within 10 feet of high-voltage lines.

10. **Olympic Pipe Line Company notification.** When work in the right of way occurs within 100 feet of an Olympic Pipe Line Company ("OPLC") pipeline, the Permittee shall coordinate the work with OPLC, which may include submitting detailed construction plans to OPLC. The Permittee shall notify OPLC’s field coordinator 10-business days in advance of the work (425-235-7767) and an OPLC representative may be required to be onsite during the work.

11. **Public notification.** The Permittee shall notify all potentially affected residents and businesses at least 10-business days before starting work in the public right of way, including alleys. If a tree has been approved for removal, the Permittee shall post a “tree removal” public-notice placard at least 10-business days before starting work. If a SDOT public notice comment period is required prior to permitting, the Permittee shall conduct the public notice outreach prior to commencement of the SDOT public notice comment period.

12. **Alley notification.** Where this permit authorizes work in an alley, the Permittee shall notify all potentially impacted property owners and businesses prior to any activity occurring in the alley, including and especially those property owners and businesses with tenants using the alley to access parking or for building ingress/egress or deliveries. The Permittee shall schedule work around waste-management-collection days. If this is not possible, the Permittee shall coordinate with waste management services to either provide intermittent alley access during waste pickup or to temporarily establish waste pickup at an alternate location. If an alley is to remain open during permitted work, a minimum 11-foot clear width is required for vehicular access. If an alley is closed to through traffic, the Permittee shall notify the nearest Seattle Fire Department fire station and the Seattle Police Department at the non-emergency number prior to commencing work.

13. **Coordination of work.** In performing work authorized by this permit, the Permittee shall coordinate with other contractors working in the public right of way to minimize impact to the public. Documented coordination agreements may be required prior to permit issuance.

14. **Hours of work.** Work performed in the public right of way shall only occur during hours authorized under all applicable codes, regulations, rules, and permits.

15. **Off-hours work.** Work outside of normal working hours, 8:00 AM - 5:00 PM Monday through Friday, is considered “off-hours work” and requires a minimum of 3-business days advanced notice to the Street Use Inspection Supervisor before the off-hours work commences. Off-hours work may also require a separately-approved traffic control plan. A minimum of 2 hours of inspection time shall be charged for off-hours inspections at the premium rate. A Stop Work order or Citation may be issued for failing to notify Street Use at least 3-business days before the off-hours work.

16. **Inspection fees.** The Permittee shall pay for City inspections of work authorized under this permit according to the current fee schedule established by SMC Section 15.04.074 and all other associated costs.

17. **Billing.** All fees and costs billed according to this permit shall be paid to the City of Seattle within 30-calendar days from the invoice date. Past due invoices may be subject to interest charges and may be sent to collections.

18. **Deposits, charges, and future billings.** The Permittee, also identified as the “Financially Responsible Party” on Street Use permit applications, is responsible and liable for all permit-related charges. If a deposit was made for estimated future Street Use services, any unused portion of the deposit shall be refunded to the Permittee. Any charges in excess of the deposit shall be billed to the Permittee on a monthly basis.

19. **Corrective work.** The Permittee is responsible for any additional costs incurred by the City resulting from temporary or corrective measures required to bring the work area into compliance with standards that apply, including but not limited to; temporary traffic control, requirements for temporary structures, temporary stabilization, and temporary restoration when the Permittee is not on site.

20. **Indemnification.** The Permittee agrees to defend, indemnify, and hold harmless the City of Seattle, its officials, officers, employees, and agents against; 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 contractors, 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 all loss by the failure of the Permittee to fully or adequately perform, in any respect, all authorizations or obligations under this Permit.
**EXISTING IMPROVEMENTS**

1. **Costs of damage to City property and improvements.** The Permittee shall be responsible for the costs of repairing any damage to City property or improvements, including street trees, resulting from work performed by or on behalf of the Permittee within the public right of way. Damage to street trees is assessed on the value of the tree according to SMC subsection 15.90.018.B.

2. **Utility protection.** The Permittee shall be responsible for checking locations and providing adequate protection for all utilities in the work area.

3. **Utility relocation.** The Permittee shall be responsible for notifying affected utilities and requesting any necessary relocation.

4. **Survey monuments.** Before removing, destroying, disturbing, or covering a survey monument, such that the survey point is no longer visible or readily accessible, the Permittee shall obtain a permit from the Department of Natural Resources according to Washington Administrative Code, Chapter 332-120.

5. **Protecting, removing, and relocating existing improvements.** The Permittee, at their own cost and expense, shall be responsible for coordinating the removal and relocation of existing improvements within the public right of way that their construction or permitted project may interfere with. These existing improvements include, but are not limited to trees, bike racks, newsstands, bike-share stations, signs, benches, artwork, and waste receptacles.

   For bike-share stations, the Permittee shall contact the bike-share operator at least 30-calendar days before starting work in order to coordinate the removal and relocation of the bike-share station.

   For all other existing improvements, the Permittee shall contact the improvement owner at least 10-business days before starting work to coordinate the temporary removal of the improvement.

   For newsstands, the Permittee shall coordinate temporary relocation during the construction period by posting notice of upcoming construction projects at seattlenewsstands.org at least 10-business days before starting work.

   The Permittee shall be responsible for reinstalling the improvements or coordinating the reinstallation in their original location or at a reasonable alternative location approved by the existing improvement owner and meeting all applicable City requirements. The Permittee is further responsible for protecting all trees within the construction project area and shall contact Urban Forestry to disclose and describe any construction impacts to trees.

   Failure to contact the improvement owners or Urban Forestry is cause for Street Use to revoke this permit.

6. **Monorail system proximity requirements.** The Permittee shall be responsible for coordinating with the Seattle Center when any work, deliveries, or loading/unloading that would occur within 14 feet of a Monorail structure, or 20 feet of a Monorail foundation or below-ground installation. The Permittee shall contact the Seattle Center at 206-905-2601 at least 10-business days before starting construction. Failure to do so is cause for permit revocation.

7. **Monorail system proximity guidelines.** Below grade: A restricted digging area shall include a 45-degree cone extending outward and downward from the ground level of all monorail piers. Nearby excavations shall be monitored to assure footing stability. At or above grade: The piers above ground level cannot be moved, nor can any item such as lighting or signage be attached to the piers without prior written consent from the Seattle Center Director. Piers shall not be painted. Landscaping shall not occur adjacent to piers or within 10 feet of a Monorail structure without prior written consent of the Seattle Center Director. Any construction activity in the area of the power rails shall follow OSHA guidelines for working around high voltage. Construction equipment shall be located and operated in awareness of and taking account of beam height and the trains’ 14-foot-operational envelope from each side of the beam. Contractors shall string warning lines from pier to pier under the beams as a guide. Spotters shall be employed when any construction activity occurs within 25 feet of the beams.

**ENVIRONMENTAL PROTECTION**

1. **Best management practices required.** The Permittee shall be responsible for the control of surface runoff, erosion and sediment at the construction site, as required by: the Stormwater Code (SMC Title 22, Subtitle VIII); the Standard Specifications for Road, Bridge, and Municipal Construction; and Department of Planning and Development Director’s Rule 16-2009, as amended. The site and the surrounding area shall generally be kept clean and free of construction debris or other material, including but not limited to mud, dust, rock, asphalt,
and concrete. Waste materials shall be collected and disposed of at an appropriate disposal site. These materials shall be prevented from entering any part of the public sewer and storm drain system, and any surface waters.

**TRAFFIC CONTROL REQUIREMENTS**

1. **Compliance with the Traffic Control Manual for In-Street Work.** In order to provide safe and effective work areas and to ward, control, protect, and expedite vehicular and pedestrian traffic; signage for all construction within the public right of way shall comply with the City of Seattle Traffic Control Manual for In-Street Work, as amended. When required, the conditions on the traffic control plan shall supersede any conflicting provisions or requirements in the City of Seattle Traffic Control Manual for In-Street Work. A copy of the current City of Seattle Traffic Control Manual for In-Street Work and the approved traffic control plan shall be on site at all times.

2. **Lanes to remain open during peak hours.** Traffic lanes shall not be closed during the following peak hours: 6:00 AM-9:00 AM and 3:00 PM-7:00 PM in the Central Business District, and 7:00 AM-9:00 AM and 4:00 PM-6:00 PM for arterials elsewhere in the City, unless specifically noted on the approved traffic control plan.

3. **Maintain access.** Access shall be maintained or accommodated during construction.

4. **Width of temporary traffic lanes.** Temporary traffic lanes created during the permitted work shall be a minimum of 11 feet in width unless otherwise approved on the traffic control plan.

5. **Working within restricted curb spaces.** When the project impacts a restricted curb space, such as meters, pay stations, specific use and load zones; the Permittee shall obtain permission from SDOT Traffic Management ("TM") and reserve the spaces with the TM Permit Counter (684-5086) before starting work.

6. **Temporary No Parking signs and easels.** In areas without parking pay stations or parking meters, or when Traffic Permits allow reserved parking spaces to be controlled with Temporary No Parking signs, establishing a Temporary No Parking Zone requires placing type R7-T38 (T-38) or R7-T39 (T-39) easels and completing an online verification form in conformance with the Traffic Control Manual for In-Street Work.

7. **Nighttime illumination.** Four or more Type B warning lights of sufficient brilliance to be seen from 500 feet shall be maintained at all times during the hours of darkness at the points of obstruction or excavation of any right-of-way.

8. **Work in alleys.** For work occurring in alleys that impedes vehicular access, including but not limited to egress, ingress, or through travel, Street Closed signs shall be placed at each end of the alley. Property owners adjacent to the alley shall be contacted, and their concerns shall be addressed and mitigated as possible. This may require alternative work scheduling in the case of Solid Waste collection days and hours.