



TOWN OF WOODWAY

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

ROW Permit #:

Date Received:

RIGHT-OF-WAY PERMIT SUBMITTAL CHECKLIST

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, oversize 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.

*Please note: we encourage electronic permit submittals whenever possible. ROW permit applications can be emailed to kim@townofwoodway.com.

APPLICATION DOCUMENTS:

- One copy of the Master Right-of-Way Permit Application
- One copy of the Environmentally Critical Areas checklist
- One copy of the Asphalt Cut Supplement, if applicable
- One copy of the Tree Permit Supplement, if you will be removing or affecting trees
- All fees and deposits as required by the Town of Woodway Fee Schedule
- One 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
- One copies of a temporary erosion control plan, if applicable
- One copies of a traffic control plan, if applicable
- One copies of a shoring plan, if applicable
- One 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.