

Street & Utility Development Permit Application

MIP No.	SDP No.	BLD No.
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Applicant:	Phone:
Mailing Address:	Fax:
City, State, Zip:	E-mail:
Property Owner's Name(s):	Phone:
Mailing Address:	
City, State, Zip:	E-mail:
Authorized Representative:	Phone:
Address:	E-mail:

Property Site Street (and address if assigned):		
Zoning District:	Parcel #:	
Legal Description: Addition:	Block:	Lot(s):

Contractor Business Name:			
Mailing Address:			
Phone:	Fax:	Cell Phone:	
State License #:	Expiration:	City Business License #:	Expiration:
If work is performed in an unopened right of way, owner builder exemption may be utilized/proposed.			

Describe work to be conducted under this permit and purpose:	
Describe any related work on private property such as landscaping, clearing, grading:	
How many acre(s) will be disturbed?	Where will the overflow discharge?
Is Latecomer Proposed?	For what Utility?
Will trees or vegetation be removed in the right-of-way? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Describe & show on site plan.	
What is the amount of impervious surface on the property? _____ sq. ft. & _____% of the property.	

I hereby certify that the information provided is correct, that I am either the owner or authorized to act on behalf of the owner and that all the activities associated with this permit will be in accordance with State Laws and the Port Townsend Municipal Code.	
Signature of Owner or Authorized Representative: _____	
Print Name: _____	Date: _____



Street & Utility Development Permit Application Infrastructure

The application is *not* complete without all the information on this checklist
(All items *must* be checked or if not applicable, marked "N/A")

- Complete Street and Utility Development Permit Application
- Construction Cost Estimate
- Vicinity Map
- Two copies of a legible site plan no greater than 11"x17" showing:
 - Edge of street travel way
 - Driveway from edge of travel way (dimensions & type of surface material)
 - All trees/vegetation proposed for removal within the right-of-way
 - All trees/vegetation proposed for planting within the right-of-way
 - Existing or proposed easements
 - Adjoining street names
 - All lot lines, block number and lot numbers
 - Lot dimensions
 - Outside dimensions of all buildings, including eaves
 - Area and percentage of on-site impervious surfaces (existing and proposed)
 - Location and details of all on-site stormwater facilities (e.g., size of raingarden, dry-well, curtain drain, etc.) including percolation test results and direction of overflow

 - Existing or proposed water and sewer mains
 - Proposed connections to existing and/or proposed sewer and water mains
 - North Arrow
 - Show Temporary Erosion and Sediment Control Best Management Practices (BMPs)
 - Show or indicate permanent stabilization methods, including but not limited to restoration of roadside ditches
 - Area (acres or square feet) and volume (cubic yards) of cut and fill
 - Slopes/Contours (existing and proposed)

- A PUD No.1 of Jefferson County approved power plan.

- If extending water or sewer mains or constructing a new street, 3 Size D (22"x 34") sets of plans prepared by a licensed civil engineer must be submitted with this application. See EDS, Chapter 1- Appendix, Exhibit 1 for a complete Plan Review Checklist.

- Did the applicant complete a Technical Conference in the prior 12 months? If yes, in the case of Type 1 permits in Tier 1, the fee for the technical conference can be credited to this permit.