



City of Bothell

# DEVELOPMENT SERVICES

BUILDING • COMMUNITY RISK REDUCTION • ENGINEERING • PLANNING • PERMIT SERVICES • TRANSPORTATION

Submit this completed form at City Hall, or use [www.MyBuildingPermit.com](http://www.MyBuildingPermit.com) to submit your application online.

## MINOR RIGHT-OF-WAY

48b

### For Franchise Utility Companies

A Right-of-Way invasion permit is required for any work that:

- Involves work in public ROW
- Involves street excavations
- Other (please describe) \_\_\_\_\_

Proposed start date \_\_\_\_\_ Proposed completion date \_\_\_\_\_

Subject property address \_\_\_\_\_

(Street address nearest the project)

#### Prior to Permit Issuance (these items not required at submittal)

- Certificate of Insurance for personal property and public liability (\$1,000,000) naming the City of Bothell as additional insured **\*the certificate MUST state the project name and/or permit number and be submitted on a CG 2012 form**
- Provide a completed Certificate of Liability Insurance (COLI) form
- Provide a completed Instructions for Liability Insurance Requirement (LIR) form

#### Plans and Application

Each application for Minor Right-of-Way Invasion permit shall be accompanied by **two (2) plan sets** in sufficient clarity to indicate the nature and extent of the work. The plan shall include:

Applicant	Staff
<input type="checkbox"/> Completed Permit Application form.....	<input type="checkbox"/>
<input type="checkbox"/> General vicinity of proposed site.....	<input type="checkbox"/>
<input type="checkbox"/> Development Review Billing Form D.....	<input type="checkbox"/>

#### Description of work must include:

- Site plan showing clear location of work.....
- Length of cut and/or length of overhead extension (in lineal feet).....
- Depth of excavation required to complete work.....
- Total square feet of pavement surface area disturbed.....
- Trench backfill and pavement restoration details (see Bothell Standards for requirements) .

Traffic Control Plans will not be required for work in streets other than Arterial and Collector streets. Work in these streets will not require Traffic Control Plans as the utilities will follow the requirements of MUTCD and have certified flaggers on site.