



Island County Public Works

Mailing Address: 1 NE 7th Street, Coupeville, WA 98239

Physical Address: 1 NE 6th Street, Coupeville, WA 98239

Camano Annex: 121 NE Camano Drive, Camano Island, WA 98282

Phone: 360.679.7331

APPLICATION TO **PERFORM WORK** ON COUNTY ROAD RIGHT-OF-WAY

FOR OFFICIAL USE ONLY

Permit No.: _____

Receipt No.: _____ Fee: _____ Date Received: _____

INSTRUCTIONS FOR APPLICANT

All applicable fields below shall be filled out completely and accurately by the applicant. **A sketch showing the desired work** shall be drawn on or attached to the application. All materials and equipment used shall be of the highest quality and the manner of excavation, fills, construction, installation, erection of temporary structures, traffic turnouts, road obstruction, barricades, etc., shall meet with provisions of the County Utility Accommodation Policy (WAC 13-40) and shall require approval by the County Engineer or Designee. Signing, barricades and traffic control in the vicinity of the work shall strictly conform to provisions of "The Manual on Uniform Traffic Control Devices for Streets and Highways." All work regarding utilities shall adhere to ICC 11.01.080. The applicant shall pay to the County all costs of, and expenses incurred in the examination, inspection, and supervision of such work as a result of the issuance of said permit(s).

The County Engineer or designee shall either grant or deny the work within a 15-working-day period, commencing on the date the application is accepted as complete by the County Engineer or designee.

NO WORK SHALL BEGIN UNTIL APPROVED BY COUNTY ENGINEER OR DESIGNEE

Applicant: _____

Mailing Address: _____

Email Address: _____ **Phone:** _____

Mark if installing: ☐ Culvert (36"+) ☐ Wall ☐ Catch Basin

Water System & ID No. (if applicable): _____ **Job/Work Order No.:** _____

Parcel Number (if applicable): _____ **Sec.:** _____ **Twp.:** _____ **Rge.:** _____

Project Location: _____ **Plat (if applicable):** _____

Description of Proposed Work: _____

The estimated time required for completion of the above work is _____, which the applicant agrees to prosecute with all diligence and speed with due regard for the rights, interests, and conveniences of the public.

DRAWING OF PROPOSED WORK

Drawing must include: (1) The county road in which the work will take place. (2) The type and dimensions of the work proposed, along with the type and dimensions of materials involved. (3) The utility/utilities that will be impacted. **Please note a separate application is needed for each county road involved.**

The applicant warrants all information on this application to be truthful and complete. Permits may be suspended or revoked whenever the permit is issued in error or on the basis of incorrect, inaccurate, or incomplete information, or in violation of any ordinance, or regulation, or any provision of code. The applicant has read and understands the “INSTRUCTIONS FOR APPLICANT” outlined above.

Applicant Signature: _____ **Today's Date:** _____

Applicant Print Name: _____