City of Bainbridge Island | Public Works - Engineering
280 Madison Avenue North
Bainbridge Island, Washington 98110
(206) 842-2016 | (206)780-3710 Fax

Permit Number
_____
(Official Use)

External Reference Number
_____

RIGHT-OF-WAY USE APPLICATION & PERMIT (BIMC 15.12)

PROJECT SUMMARY

PROJECT ADDRESS: _____

PLANNING AND COMMUNITY DEVELOPMENT (PCD) PROJECT NO. *(if applicable)* : _____

PERMITTEE *(check one)*: ☐ Owner ☐ Authorized Agent

NOTE: The Permittee is responsible for deposits, billings and payments and all other terms outlined on page 2 of this form.

CONTACT INFORMATION

Permittee *(Individual or Company)*

Email

Address

Contact Name *(if different than above)*

City, State Zip Code

24 Hour/Job Site Phone

Phone

811 Know what's below. Call before you dig.

IMPACTED INFRASTRUCTURE - Site Plan Required *(Check all that apply)*

☐ Asphalt Street	☐ Concrete Street	☐ Curb and Gutter	☐ Curb Ramp
☐ Paved Shoulder	☐ Planting Strip	☐ Sidewalk	☐ Utility Structures
☐ Trees	☐ Unimproved ROW	☐ Unpaved Shoulder	
☐ No Impact	☐ Other ROW	☐ _____	

IMPACTED MOBILITY- Traffic Control Plan & Traffic Impact Form Required *(Check all that apply)*

☐ Alley Closed	☐ Alley Partially Blocked	☐ Bike Lane Closed	☐ Bike Lane Partially Blocked
☐ Multi-Travel Lanes Closed	☐ Parking Lane Closed	☐ Sidewalk Closed	☐ Sidewalk Partially Blocked
☐ Street Closed	☐ Travel Lane Closed	☐ No Impact	☐ _____

WORK DESCRIPTION

DETAILED DESCRIPTION *(Please provide a detailed description of the work proposed in the space below)*

_____

_____

_____

COST ESTIMATE

Valuation of portion of project within the right-of-way $_____

PROPOSED CONSTRUCTION (Types A, B or C)

☐ Driveway	☐ Landscaping
☐ Awning, Marquee, Canopy	☐ Paving
☐ Bus Shelter Installation	☐ Public Art Installation
☐ Clear and Grub	☐ Seasonal Lighting
☐ Fence, Rockery, Wall	☐ Sidewalk Repair/Construction
☐ Grade and Rock - Temporary	☐ Tree - Prune/Plant/Remove
☐ Other _____	

FRANCHISE UTILITY (Type D

☐ Existing Overhead _____

☐ Existing Vaults _____

☐ Other _____

SIDEWALK USE

☐ Café _____

☐ _____

TERMS

Indemnification
The Permittee agrees to defend, indemnify, and hold harmless the City of Bainbridge Island, its officials, officers, employees, and agents against: (1) 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 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 (2) all loss by the failure of the Permittee to fully or adequately perform, in any respect, all authorizations or obligations under the Permit.

Acceptance of terms, conditions, and requirements
Permittee shall accept the terms, conditions, and requirements of the permit and agree to comply with them to the satisfaction of the City of Bainbridge Island, Public Works - Engineering. Permittee further agrees to comply with all applicable city ordinances, including but not limited to Title 12 BIMC, and all applicable requirements of state and federal law. Work shall begin within six months from the date of approval unless other arrangements are made, otherwise the application shall be void.

Applicant or Authorized Agent Statement
I declare under penalty of perjury under the laws of the State of Washington that: I am the Applicant AND the Owner OR the authorized agent of the owner; that the information provided herein is correct and complete; and that I have the authority to bind the owner to this application.

Deposits, Charges, and Future Billings
The Permittee is responsible for all permit charges. If a deposit was made for estimated future Street Use services, any unused portion of the deposit will be refunded to the Permittee. Any charges in excess of the deposit will be billed to the Permittee.

PERMITTEE SIGNATURE: _____ DATE: _____

(Official Use)

REQUIRED AT APPLICATION	REQUIRED PRIOR TO ISSUANCE		FEES
☐ Site Plan (All Permits)	☐ Annual Permit #_____	☐ Noise Exemption	$_____
☐ Cost Estimate (All Permits)	☐ Indemnity Agreement	☐ Owner/Agent Agreement	$_____
☐ Traffic Control Plan	☐ Surety	☐ MS4* Connection Form	
☐ Restoration Plan	☐ Proof of Insurance	Total:	$_____

COMMENTS: _____

APPLICATION ACCEPTED BY: _____ DATE: _____

APPLICATION APPROVED BY: _____ DATE: _____

ISSUED BY: _____ DATE: _____ | DATE EXPIRES: _____

INSPECTION UPON CONSTRUCTION COMPLETION: _____

FINAL INSPECTION - 12 MONTH BOND RELEASE: _____

PERMIT TYPE	FEE	START DATE	APPROX. PROJECT DURATION
☐ "A" - Short-Term	$150.00		*(Max. 30 days)*
☐ "B1" - Disturbance of ROW	$250.00		*(Max. 30 days)*
☐ "B2" - Annual Bulk	$500.00		*(1 Year)*
☐ "C" - Long-Term Use	$250.00		*(Max. 5 years)*
☐ "D" - Franchise Utility Routine Maintenance	$1,000.00		*(Max. 1 year)*
☐ Sidewalk Café use (BIMC 12.36)	$100.00		*(Max. 1 year)*

NOTE: Additional inspections invoiced at $50.00 per visit.

ADDITIONAL PERMITS	FEE	START DATE	APPROX. PROJECT DURATION
☐ TYPE "B1" ISSUED UNDER BULK PERMIT	$50.00		*(Max. 30 days)*

* Municipal Separate Storm Sewer System ("MS4" or "stormwater drainage system") - Requires a Stormwater Conveyance System Connection Application

PERMIT CONDITIONS

1.For the purposes of inspection or reference, the contractor is required to have this permit in their possession at the permitted work location.

2.This permit is subject to all terms, conditions, and provisions set forth in Bainbridge Island Municipal Code, Chapter 15.12 and in the surety provided pursuant to Bainbridge Island Municipal Code Section 15.12.220.

3.The City may revoke, annul, revise or terminate the permit if the applicant fails to comply with any of the provisions of the permit, Bainbridge Island Municipal Code Chapter 15.12, the surety bond or any notices given by the City.

4.The applicant and/or assigns shall have the right and authority to enter upon the rights-of-way of the City as indicated on the front of the issued permit for the purpose of completing the proposed work.

5.This grant or privilege shall not be deemed or held to be an exclusive franchise, nor prohibit the City from granting other permits or franchise rights to any other party.

6.In accordance with RCW 58.04.015, survey monumentation in or adjacent to any right-of-way shall not be disturbed.

7.Applicant shall notify utilities One Number Locate service (811) before commencing any surface/subsurface work as required by RCW Chapter 19.122.

8.Before commencing work, applicant shall submit and have a completed and City approved Traffic Impact Form and Traffic Control Plan for any projects impacting traveled roadways, in accordance with the Manual of Uniform Traffic Control Devices (MUTCD).

9.In accordance with BIMC 15.22, permitted activities shall prohibit the discharge of any pollutants or waters containing pollutants.

10.Applicant shall provide project drawings to a working scale, showing location of work, name and width of streets and the relative position of proposed work to existing utilities.

11.All rights-of-way shall be fully restored to as good or better and safe a condition as before commencement of work by applicant. Any damage of any kind by the applicant/ assigns shall be repaired at applicant's sole cost and expense.

12.Upon completion of the work, the applicant will request that the City make an inspection to determine if the work has been completed and that City facilities have been restored and no damage has occurred.

13.If applicant or designee fails to complete the proposed work, the PW Director or his designee may complete the work or have it completed in order to restore the rights-of-way to an acceptable condition. The City shall obtain the proceeds from any surety or invoice the applicant for reimbursement for all costs associated with said restoration. Ref: BIMC 15.12.220.

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TRAFFIC IMPACT FORM

THIS FORM MUST BE USED FOR ANY ROAD CLOSURES AND/OR PARTIAL ROAD CLOSURES FOR ANY PROJECT OR WHENEVER A ROADWAY IS REDUCED TO ONE LANE WITH FLAGGERS.

PROJECT NAME:_____

CONTACT NAME & NUMBER: _____

Permit Reference, if applicable: _____

PRIMARY ROAD: _____

From:_____ To:_____

DETOUR ROUTE:_____

START DATE:_____

END DATE:_____

RESTRICTION: ☐ One-Lane with Flaggers, ☐ Road Closed with Detour, ☐ Other _____

_____

DESCRIBE TYPE OF WORK:_____

_____

This form must be filled out and faxed (206-780-3710) or e-mailed (pwadmin@ci.bainbridge-isl.wa.us) to Public Works Administration

10 working days before start of construction.

City of Bainbridge Island
Department of Public Works
280 Madison Ave. N.
Bainbridge Island, WA 98110
(206) 842-2016 www.ci.bainbridge-isl.wa.us

Stormwater Conveyance System Connection Application

Contact Information (To be filled out by Applicant)

Preferred method of correspondence: ☐ Mail ☐ E-mail

Applicant's Name:	Date:	Permit #	
Applicant's Mailing Address:	City:	State:	Zip:
Day Phone: ( )	Cell Phone: ( )	Email:	
Site Address:	Parcel #		

Connection #1 Attribute Information (To be Filled out by Applicant or COBI Staff)

Connection Location Coordinate (Mark Unit Type Below) /	Type of Facility Connecting To:(Catch Basin, Ditch, Swale, Pond, Stream)	Number of Pipes	
☐ **Latitude/Longitude**	☐ **UTM**	☐ **Northing/Easting**	UTM Zone / State Plane Zone / Datum
Type of Pipe (Corrugated Metal, HDPE, PVC, Ductile Iron) 1)	Pipe Diameter	Pipe Invert	Flow Direction (Azimuth in Degrees)
Type of Pipe (Corrugated Metal, HDPE, PVC, Ductile Iron) 2)	Pipe Diameter	Pipe Invert	Flow Direction (Azimuth in Degrees)
Type of Pipe (Corrugated Metal, HDPE, PVC, Ductile Iron) 3)	Pipe Diameter	Pipe Invert	Flow Direction (Azimuth in Degrees)

Connection #2 Attribute Information (To be Filled out by Applicant or COBI Staff)

Connection Location Coordinate (Mark Unit Type Below) /	Type of Facility Connecting To:(Catch Basin, Ditch, Swale, Pond, Stream)	Number of Pipes	
☐ **Latitude/Longitude**	☐ **UTM**	☐ **Northing/Easting**	UTM Zone / State Plane Zone / Datum
Type of Pipe (Corrugated Metal, HDPE, PVC, Ductile Iron) 1)	Pipe Diameter	Pipe Invert	Flow Direction (Azimuth in Degrees)
Type of Pipe (Corrugated Metal, HDPE, PVC, Ductile Iron) 2)	Pipe Diameter	Pipe Invert	Flow Direction (Azimuth in Degrees)
Type of Pipe (Corrugated Metal, HDPE, PVC, Ductile Iron) 3)	Pipe Diameter	Pipe Invert	Flow Direction (Azimuth in Degrees)

Use additional forms for more than two connections.

Processing Information (To be Filled Out By COBI Staff)

Reviewed by	Location Verified	**New Location (Circle one UTM, Lat/Long, Northing/Easting); Zone ( )**
Review Date		**1)** **2)** **3)**

The information provided supports the maintenance of a computer based map of all connections to the MS4 (BIMC 15.22) as required by Department of Ecology to meet the City's Phase II Municipal Stormwater Permit condition S5.C3.aii.