### Street Use and Street Cut Permit Application

**Please Print in Black Ink Only**

**Project Name:**

**Project Address or Location:**

**Description of Project:**

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### Applicant/Contact

<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
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<tbody>
<tr>
<td>Contact Person:</td>
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<tr>
<td>Company Name (if applicable):</td>
<td></td>
</tr>
<tr>
<td>Address:</td>
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<tr>
<td>City:</td>
<td>Zip:</td>
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<td>Phone:</td>
<td>Email:</td>
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### Contractor

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<tr>
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<tr>
<td>Contact Person:</td>
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### Permit Type

**Street Use ONLY**

- Oversize/Overweight Load
- Sidewalk Café
- Street Occupation/Street Closure
- Street Use only

**Street Use with Cut** (Check type of cut below)

- 2’ × 2’ pothole/window
- Pavement cut Size: ____________________
- Trench across roadway Length: __________
- Trench along shoulder Length: __________
- Sidewalk cut
- Other: ________________________________

### Traffic Impact

- Road Closure/Detour
- Multi-Lane Closure
- Lane Closure
- Lane Shift
- School Zone
- Shoulder Closure
- Flagger Control
- Sidewalk Closure/Pedestrian Detour
- No Traffic Impacts
- Other: ________________________________

### Approximate Project Start Date: __________

**Duration of work:**

- Long Term Stationary: More than 3 days
- Intermediate-term Stationary: More than one daylight period up to 3 days, or night work over 1 hour
- Short-term Stationary: More than 1 hour within a single daylight period
- Short Duration: Up to 1 hour
- Mobile: Work that moves intermittently or continuously

**Traffic Control Plans are approved for 60 days unless otherwise specified.**

I certify that I have read this application and declare under penalty of perjury that the information contained herein is correct and complete. I am either the owner of the property described or I represent the owner or contractor as signified above and am acting with the owner/contractor’s full knowledge and consent.

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**Name (please print):** ____________________  **Signature:** ____________________  **Date:** ____________________

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**OFFICIAL USE ONLY**

- Arterial
- Non-Arterial

- Work Hours
  - Daylight hours per KCC8.05
  - 9 am–3 pm
  - Night or Weekend Work
  - Other: ________________________________

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**Rtg. Type**

**Tracking Number**

<table>
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<tr>
<td>Project Name:</td>
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<tr>
<td>Date Submitted:</td>
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<td>Projected Review Date:</td>
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<td>Application received by:</td>
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Instructions and Checklist for Street Use and Street Cut Permit Applications

IN ORDER TO REVIEW A PERMIT APPLICATION FOR STREET USE OR STREET CUT, THE CITY OF KENT REQUIRES THE FOLLOWING INFORMATION:

- Completed Application Form
- Traffic Control Plans (Three (3) Copies)
  The Traffic Control Plan (TCP) showing how traffic and pedestrians will move safely through the construction area, per City of Kent Design and Construction Standards.
  For a summarized version of these requirements, you may also use the Checklist for Completeness of a Traffic Control Plan, available at www.KentWa.gov/permitcenter.
- Certificate of Insurance (One (1) Copy)
  The Certificate of Insurance must be attached to the permit application. Refer to Development Assistance Brochure #11 for complete information on insurance requirements. Contractor’s liability insurance is required for any work in public right-of-way, and must name the City of Kent as additional insured.
- Engineering Plans (Three (3) Copies)
  Show what work will be done or what facilities will be installed in the right-of-way.

Instructions and Checklist for House Move/Oversize Load

IN ORDER TO REVIEW A PERMIT APPLICATION FOR OVERSIZE/OVERWEIGHT LOAD, THE CITY OF KENT REQUIRES THE FOLLOWING INFORMATION:

- Completed Application Form
- Certificate of Insurance
- Route Plan
  ___ Description Narrative
  ___ Map Showing Route
- Description of Load—Width, Height, Overall Length, Weight or copy of a DOT permit

Instructions and Checklist for Street Occupation/Street Closure

A STREET OCCUPATION PERMIT ALLOWS THE USE OR CLOSURE OF THE ROAD OR BLOCK(S) OF ROAD FOR ACTIVITIES OR SPECIAL EVENTS SUCH AS A FESTIVAL OR PARADE. THE CITY OF KENT REQUIRES THE FOLLOWING INFORMATION:

- Completed Application Form
- Certificate of Insurance
- Descriptive narrative of the event including activities, hours of operation, and estimated number of participants
- Barricades or traffic control plan needed for event