TOWN OF YARROW POINT
4030 - 95th Avenue NE
Yarrow Point, WA 98004
(425) 454-6994 Fax: (425) 454-7899

Submittal Date: _____

Project: _____

ROW Permit Complete Application Checklist

The following items must be included with right-of-way use permit applications in the Town of Yarrow Point unless otherwise determined by staff. Only complete applications may be accepted. Forms may be obtained at Town Hall or at the Yarrow Point website: http://www.ci.yarrow-point.wa.us/page.cfm?id=58

- A $387.50 plan review fee and $150.00 permit fee are included with all ROW permits.

	Staff Use Check if Required	Staff Use Check if Accepted	No. of Copies	Description
1			1	Yarrow Point right-of-way use permit application form (YPMC 12.04.010)
2			3	Site plan(s) at min. 1"=20' scale using COB Datum (YPMC 12.04.030(A))
3			3	Traffic Control Plan(s) (YPMC 12.04.030(A))
4			1	Contractor Business License Information including expiration (YPMC 12.04.020(A))
5			1	Liability Insurance Policy – naming Yarrow Point as an additional insured (YPMC 12.04.020(E))
				For Internal Use Only
				Cash Deposit/ Bond (YPMC 12.01.020(G))
				Clyde Hill right-of-way use permit approval
				Encroachment Agreement (YPMC 12.24)
				92nd Ave NE Pathway Impact Fee (YP Resolution 306)
				Public Property Tree Code (YPMC 12.26)

- Submittal of a complete right-of-way use permit application as determined by Town staff does not guarantee permit issuance. Compliance with minimum requirements of all applicable state and local ordinances is required and must be confirmed through Town review
- Site Development, Building, and Mechanical permits are separate applications based on the project requirements
- All actual fees are due at time of permit issuance. Actual fees are based upon Town of Yarrow Point Resolution No. 306

Right-of-way Use Permit Application Deemed Complete: _____/_____

Notes:

Preserving and enhancing Yarrow Point's environment and community