City of Newport
200 S. Washington Ave.
Newport, WA 99156
Phone: (509) 447-5611
accounting@newport-wa.org

RIGHT-OF-WAY PERMIT APPLICATION PERMIT NO._____

Property Owner			
Name:			
Address:			
City:	**State:**	**Zip:**	
Phone:		**Email:**	

Contractor:			
Company:		**Contact:**	
Contact:		**Phone:**	
Mailing Address:		**Email:**	
City:	**State:**	**Zip:**	**UBI #:**
State of Washington Business License:			
City of Newport Endorsement (required): ☐ **Yes**			

PROJECT INFORMATION:

Project Address:

_____

Purpose and Description of Project – (Include size, length & type of material, duration of project, attach additional sheet if needed):

_____

_____

_____

Proposed start date: _____ Projected Number of Working Days: _____

Pavement or Hard Surface Cut Required?

☐ NO ☐ YES

If YES complete: Pavement Cut Size & Number _____ Sidewalk Removal # Panels _____

☐ No Traffic Impact ☐ Traffic Impact - Include Traffic Control Plan

☐ Lane Closure ☐ NB ☐ SB ☐ EB ☐ WB

☐ Shoulder Work ☐ Sidewalk Closed - Include Pedestrian Detour Plan in TCP

Trench in Soft Surface (dirt, grass etc.) FEET: _____

☐ Push or Bore ☐ Utility Pothole ? Show type & location on plan

Conduit/Pipe Size: _____ Length: _____

Aerial Install? ☐ NO ☐ YES Length: _____

Pole Install? ☐ NO ☐ YES Include Pole Certification form

Required Submittals:

☐ Minimum $5,000.00 Performance Bond

☐ Site Plan

☐ Traffic Control Plan

☐ Insurance Certificate

What is required of the Insurance Certificate?

1. One million dollars ($1,000,000) of General Liability Insurance is the minimum public liability coverage required.
2. The Contractor must be the "named insured".
3. The City of Newport must be specifically "named as the additional insured/primary non-contributing" on the Certificate of Liability Insurance and include a provision requiring written notification to the city of termination and of any change in any of its terms, 10 days in advance of such termination or change.
4. The certificate must be written for a period not less than twenty-four (24) hours prior to the work and extending for a period not less than twenty-four (24) hours following the completion of the work.

I Certify under penalty of perjury that I am the property owner or authorized agent of the property owner/utility franchise. I certify that to the best of my knowledge, the information submitted in support of this permit application is true & correct. I certify that I will comply with all applicable City of Newport regulations pertaining to the work authorized by the issuance of a permit. I understand that the issuance of a permit does not remove the owner's responsibility for compliance with local, state, or federal laws regulating construction or environmental laws. I hereby certify that I have read and examined this application and know the same to be true and correct. All road standards will adhere to NMC 12.05. All provisions of laws and ordinances governing this type of work will be complied with whether specified or implied herein or not.

_____ _____

Signature of Property Owner Date Signature of Contractor Date

FOR DEPARTMENT USE ONLY

_____ _____

Signature of Administrator Signature of Public Works Director