

CIVIL CONSTRUCTION PERMIT APPLICATION

Please read and follow all instructions on your application. Most permits require additional permit information such as worksheets, certifications, letters, reports, or plans.

Note:

- Staff will not process incomplete applications
- Please refer to the [Electronic Submittal Requirements](#) for naming conventions and other electronic file requirements
- We reserve the right to request additional information and documents as needed such as the [Civil Construction Permit Checklist](#)
- For specific fee information, see [LMC 3.104](#)

Project Information	
Project Name:	
Project Address:	
Associated Permits:	
Parcel Number(s):	

<input type="checkbox"/> Cross Connection Control	<input type="checkbox"/> Industrial Waste, Limited Discharge	<input type="checkbox"/> Storm Drainage
<input type="checkbox"/> Critical Areas ¹	<input type="checkbox"/> Right-of-Way Use ²	<input type="checkbox"/> Water Main/Service
<input type="checkbox"/> Fire Hydrant Inspection	<input type="checkbox"/> Right-of-Way Vacation	<input type="checkbox"/> Water Meter Installation
<input type="checkbox"/> Grading	<input type="checkbox"/> Road Improvement	<input type="checkbox"/> Water (Hydrant) Use
<input type="checkbox"/> Grease Interceptor	<input type="checkbox"/> Sanitary Sewer System, Public	<input type="checkbox"/> Weekend Work Approval ⁴
<input type="checkbox"/> House Move	<input type="checkbox"/> Sanitary Sewer System, Septic	<input type="checkbox"/> Tree Removal: Apply online
<input type="checkbox"/> Industrial Waste Discharge	<input type="checkbox"/> Sewer Capping	using the tree removal checklist

¹Worksheet required ²Traffic Control Plan required³Tree Calculation Worksheet required ⁴Letter of request required

Description of Work

Site Address

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Applicant Information

Name:			
Address:			
Phone:		Cell Phone:	
Email:		Fax:	

Contractor Information

Name:			
Address:			
Phone:		Cell Phone:	
Email:		Fax:	
State Contractor's License:			
City Business License Number:			
Contact Person (if different):			
Phone:		Cell Phone:	
Email:			

Subcontractor Information

Name:			
Address:			
Phone:		Cell Phone:	
Email:			
State Contractor's License:			
City Business License Number:			

SEWER	Number	LF
Side Sewer New Repair (LF)		
Sewer Main		
Private Sewer (septic)		
Sewer Lateral		
Sewer Cap or septic abandonment		
Sewer Main Connection		
Grease Interceptor		
Industrial Waste Discharge		
Industrial Waste Discharge Limited		

STORM	Number	LF
Storm Conveyance		
Roof or Foundation drain		
Storm Connection		
Retention/Detention System		

STREET/RIGHT-OF-WAY	LF	
Right-of-Way		
Anticipated Start Date:		
Anticipated Finish Date:		
Number of Days to Complete:		
Underground		
Above Ground (New)		
Above Ground (Repair/Replace)		
Road Improvement Permit		

GRADING	Fill CY	Cut CY
Total cubic yards of fill and excavation		

WATER	Number	LF
Private Service New Repair (LF)		
Water Main		
Water Main Connection		
Fire Hydrant		
Purity Test		

WATER METER	# Dom.	# Irr.
¾" Meter		
1½" Meter (Short, Less Than 25 Ft.)		
1½" Meter (Long)		
2" Meter (Short, Less Than 25 Ft.)		
2" Meter (Long)		
Over 2"		

CROSS CONNECTION CONTROL	Number	Size
Backflow Device (SFR or Minor TI)		
DCVA (Domestic)		
DCVA (Irrigation)		
RPBA (Domestic)		
RPBA (Irrigation)		
Backflow Device (Comm. or Major TI)		
DCVA (Domestic)		
DCVA (Irrigation)		
RPBA (Domestic)		
RPBA (Irrigation)		