

STREET USE GENERAL APPLICATION

Seattle Municipal Code (SMC) 15.04

1 PROJECT ADDRESS

Address Number

Street Name (include NE, SW, Ave, St, Blvd, etc.)

2 PROJECT INFORMATION

Applied Online/By Email: Yes No Permit Number(s)

PERMIT TYPE (Check all that apply)

- Storage/**Moving** Container or **Residential Dumpster**
- Annual **Vehicle**/Truck Permit
- Construction** (material storage, scaffolding, pumping, sidewalk repair)
- Utility** (electrical, gas, water, potholing, soil boring)
- Urban Forestry** (tree planting, pruning, or removal)
- Decorative Lighting
- Public Space Management**
 - Annual** (sidewalk café, encroachment, signs)
 - Vending**
 - Council Approved **Term** Permit

PROJECT TYPE (Check all that apply)

- Single Family
- Multifamily
- Commercial/Mixed Use
- Industrial
- Community/Festival

3 BACKGROUND

RELATED PERMITS

- | | | | |
|---|-------------------------------|--|-------------------------------|
| <input type="checkbox"/> Construction Use | Permit # <input type="text"/> | <input type="checkbox"/> SIP/Utility Major | Permit # <input type="text"/> |
| <input type="checkbox"/> Public Space Management: Annual/Vending/Term | Permit # <input type="text"/> | <input type="checkbox"/> DPD | Permit # <input type="text"/> |
| <input type="checkbox"/> Simple Utility | Permit # <input type="text"/> | <input type="checkbox"/> Other | Type <input type="text"/> |
| | | | Permit # <input type="text"/> |

INSPECTOR WARNING

- Verbal Written None

Note: Failure to notify Street Use & Urban Forestry of Inspector Warning could cause delays in permit processing and may lead to additional fees or fines.

4 PROJECT DESCRIPTION

EXAMPLES: Construction - Construct new single family residence on vacant lot. Stage construction dumpster in curb parking lane. Stage construction materials in planting strip. Cross curb with excavation equipment. Block sidewalk during concrete pumping and material booming activities.

Annual - Build a 6-foot by 2-foot sidewalk café area outside of our business; surround area by 42-inch high fence.

Describe Project and Work in Right of Way

5 APPLICANT

Check if **Applicant** is the **Home or Property Owner**

Applicant Name:	SDOT Customer ID Number:
Company:	SDOT Company ID Number:
Mailing Address (include city, state, zip):	Mobile Phone Number:
	Office/Home Phone Number:
	Email Address:

6 FINANCIALLY RESPONSIBLE PARTY

Check if **Applicant** is the **Financially Responsible Party** - skip this section, proceed to **7**

Check if Applicant is **applying on behalf** of the **Financially Responsible Party** - a **Letter of Authorization (LOA)** is required

Applicant Name:	SDOT Customer ID Number:
Company:	SDOT Company ID Number:
Mailing Address (include city, state, zip):	Mobile Phone Number:
	Office/Home Phone Number:
	Email Address:

7 24-HOUR-CONTACT (Job Site Contact)

Check if **Applicant** is the **24-Hour-Contact** - skip this section, proceed to **8**

Applicant Name:	SDOT Customer ID Number:
Company:	SDOT Company ID Number:
Mailing Address (include city, state, zip):	Mobile Phone Number:
	Office/Home Phone Number:
	Email Address:

8 TERMS AND CONDITIONS

Indemnification: The Permittee agrees to defend, indemnify, and hold harmless the City of Seattle, 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 Seattle Department of Transportation, Street Use & Urban Forestry Division. Permittee further agrees to comply with all applicable city

ordinances, including but not limited to Title 15 SMC, 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/Permittee or Authorized Agent Statement: I declare under penalty of perjury under the laws of the State of Washington that: I am the Applicant/Permittee OR the authorized agent of the Applicant/Permittee; that the information provided is correct and complete; and that I have the authority to bind the Applicant/Permittee 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 & Urban Forestry services, any unused portion of the deposit will be refunded to the Applicant/Permittee. Any charges in excess of the deposit will be billed to the Applicant/Permittee.

APPLICANT SIGNATURE

DATE

9 ATTACH PROJECT-SPECIFIC PERMIT APPLICATION(S)

The terms and conditions above apply to all project-specific permit applications associated with or attached to this form.

URBAN FORESTRY PERMIT APPLICATION

Seattle Municipal Code (SMC) 15.04, 15.43

1 ATTACH STREET USE GENERAL APPLICATION

My signature indicates that I am bound by the terms and conditions outlined in Section **8** of the Street Use General Application.

APPLICANT SIGNATURE

DATE

2 PROJECT ADDRESS

Address Number

Street Name (include NE, SW, Ave, St, Blvd, etc.)

3 WORK DESCRIPTION

Tree Work Type	Number of Trees Affected	Species	Desired Start Date	Documentation Required
<input type="checkbox"/> Pruning (1A)				<ul style="list-style-type: none"> Tree Pruning Checklist (page 4 of this document) Site Diagram (page 3 of this document)
<input type="checkbox"/> Planting (1B)				<ul style="list-style-type: none"> Site Diagram (page 3 of this document)
<input type="checkbox"/> Removal (1C)				<ul style="list-style-type: none"> Site Diagram (page 3 of this document)
<input type="checkbox"/> Unimproved Right of Way (1D)				<ul style="list-style-type: none"> Site Diagram (page 3 of this document) Square footage impacted <input type="text"/> (sq. ft.)

4 EXISTING SITE INFORMATION (Answer if applicable)

Will you be working in an area that is **next to your property** or in **front of your property**? Yes No

Will work occur along multiple streets or frontages? Yes No

Additional street/frontage where work will occur (street name)

Additional street/frontage where work will occur (street name)

WORK LOCATION

- Planting strip**/street right of way (for example, between a curb and sidewalk)
- Greenbelt/unimproved right of way** (for example, there is no curb or sidewalk, and/or there are non-standard features such as asphalt driveways)

EXISTING PLANTING STRIP MATERIAL

- Grass
- Gravel
- Dirt/soil
- Low groundcover
- Plants, vegetables, flowers
- Concrete/asphalt
- Bricks/pavers
- Other
- N/A

NEXT TO OR WITHIN WORK ZONE

- Overhead telecommunication or power lines
- Street light poles
- Sign posts
- Hydrants, water meters, vaults (above or under ground)
- Street furniture (for example, bike racks or benches)
- Walls/rockeries

5 WORK AREA(S)

WILL YOUR WORK OR EQUIPMENT BE IN OR ON THE (Check all that apply):

- Sidewalk
- Parking Lane
- Bike Lane
- Travel Lane
- Alley

Tree work vehicles, equipment or materials that have the potential to impact mobility within the right of way may require additional Street Use permits.

6 TREE SERVICE PROVIDER INFORMATION

Tree Service Providers performing tree work in the right of way must register with the City of Seattle to become a Registered Tree Service Provider (at no charge).

- Applicant** is currently Registered Tree Service Provider - skip section below Registry #
- Registered Tree Service Provider is **Financially Responsible Party** - skip section below

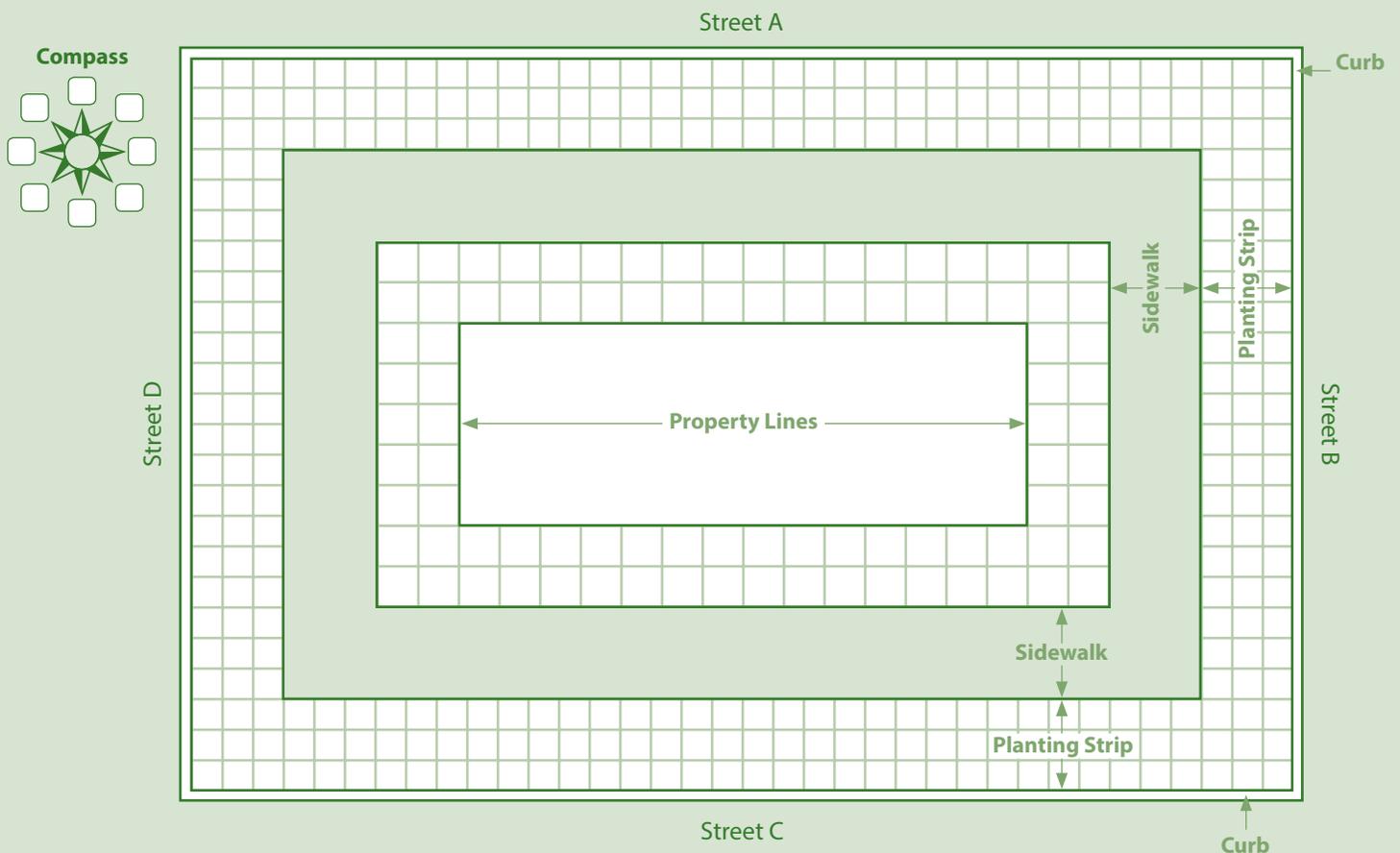
Registered Tree Service Provider (contact name): (If other than Applicant/Financially Responsible Party)	SDOT Customer ID (if known):
Registered Tree Service Provider Company (business name):	SDOT Company ID (if known):
Mailing Address (include city, state, zip):	Mobile Phone Number:
	Office/Home Phone Number:
	Email Address:

ON THE SITE DIAGRAM BELOW SHOW OR PROVIDE THE FOLLOWING INFORMATION

1. Draw an outline of residence or business inside property lines.
2. Property address
3. Street A name Street C name
 Street B name Street D name
4. Indicate north on compass symbol.
5. Width of planting strip (feet)
6. Width of sidewalk (feet)
7. Clearly indicate location of all trees in the planting strip. Mark box(es) in grid with appropriate symbol(s).
 - a. Existing tree (**O**)
 - b. Tree to be removed (**X**)
 - c. Tree to be pruned (**#**)
 - d. Tree to be planted (**+**)
8. Indicate significant utility vaults, walls, rockeries, light poles, hydrants, street furniture, etc. inside or next to work zone.
9. Show approximate utility service connection locations, including gas and side sewer.
 (See <http://web1.seattle.gov/dpd/sidesewercardsv2/>)

Note: Call 811 "Call Before You Dig" to obtain free marking of underground utilities in or near the work zone.

SITE DIAGRAM (Tree Planting, Pruning, Removal or Replacement)



PRUNING PLAN CHECKLIST

- Right of Way clearance:** Raise canopy of tree over walk and street. Remove lower limbs or portions of limbs to provide minimum clearances of 14 feet over the street and 8 feet over the sidewalk.
- Other clearance:** Remove limbs or use reduction cuts to provide a minimum of 5 feet clearance to a maximum of 10 feet clearance over roofs, signage or other infrastructure.
- Crown cleaning:** Remove dead limbs ___ inch(es) in diameter and greater. Remove crossing limbs and water sprouts. No more than ___ % of live crown to be removed.
- Structural pruning – young tree:** Remove or reduce co-dominant stems in young trees to provide dominant leader. Establish desired branch spacing of 18 inches to 24 inches. Remove ___% of live crown to accomplish goals. Where there is included bark as part of the co-dominant condition, preference will be given to the removal of one side, but only if such removal will not destroy the aesthetic value of the canopy or remove more than 40% of the foliage.
- Structural pruning – mature tree** (larger than 12 inches in diameter at breast height [DBH]): No live branches greater than 8 inches in diameter shall be removed from the tree.
 - Weight on main scaffold limbs with included bark shall be reduced by approximately one-third by removing some secondary branches toward the ends of the limbs and/or by removing the end of the branch using a drop-crotch cut.
 - Reduce larger co-dominant stems using drop-crotch and thinning cuts on all stems except the most dominant leader. Remove branches growing toward the center and leave those that are oriented outward.
 - Removal of dead and broken limbs in crown.
 - _____
- Thinning:** If other scheduled pruning does not exceed 20% of live canopy removal, thin the canopy to allow more light and air penetration into the canopy. The foliage removed shall be taken primarily from the outer edge of the canopy, not from the interior. Interior branches shall be left on the tree. No removal of water sprouts from the interior of the tree.
- Cleanup:** All debris and equipment shall be removed from the site by the end of each workday.
- Note:** Photo documentation, although not required, is an excellent way to show, visually, the extent of your tree work before and after pruning.

FIELD NOTES

(Official Use Only)
