

# REVOCABLE RIGHT OF WAY PERMIT APPLICATION

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Any person, partnership or corporation aspiring to temporarily or permanently use and occupy unneeded and unused public right-of-way and whose property directly abuts and adjoins such public right-of-way, may apply to secure a revocable right of way permit for such use. The use of the right of way may be approved if the City finds and determines that it has no foreseeable use or need for such excess or unused public right-of-way for the period of time of the permit.

## Specific Code Section(s) related to this document

[RMC Ch 9-2](#) Excess Right of Way Use

1. Fill out the Revocable Right of Way Permit Application form and prepare required submittal documents.
2. The following items are all required for submittal of the Revocable Right of Way Permit Application:
  - Electronic Copy of the Revocable Right of Way Permit Application
  - Electronic Copy of the Justification Request Letter which shall:
    - Identify the requested use of the right of way.
    - Identify if there is any public benefit associated with the requested use.
    - Amount of time that the right of way is requested to be used.
  - Electronic Copy of Civil Construction Plans showing proposed use of the right of way (if applicable).
3. Submit Application via email to [PermitTech@rentonwa.gov](mailto:PermitTech@rentonwa.gov) with the subject line "Revocable Right of Way Permit Application – Parcel No. #####-#####" ensuring the parcel number reflects the property the application is for.
4. Upon submission of a complete application, the Applicant will receive a written determination from the City within 30 days. You will be contacted if the application is incomplete or if additional information is required.

Project Name: \_\_\_\_\_ Permit #: \_\_\_\_\_

Site Address: \_\_\_\_\_

King County Assessor's Parcel #(s): \_\_\_\_\_

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

Business Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

I certify that the information on this application and within the submittal documents are accurate to the best of my knowledge and I will be responsible for any additional fees resulting from inaccurate information on this Application.

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_



Note: This handout shall not be used as a substitute for codes and regulations. The Applicant is responsible for compliance with all codes and regulations, whether or not described in this document.