City of Kelso

Civil Engineering Permit Application

FOR OFFICE USE ONLY

Permit #:	Parent App#:	RV:

Questions and applications can be directed to the following:	Engineering 203 S. Pacific Ave., Suite 205 Kelso, WA 98626	360.423.6590 (office) 360.423.6591 (fax) engineering@kelso.gov

PROJECT SITE INFORMATION

Inside City Limits?: ☐Yes ☐No	☐Commercial ☐Residential	Parcel #:
Address/Location:		

PROPERTY OWNER

Business Name:	Contact Name		
Mailing/Billing Address:	City:	State:	Zip:
Phone:	Email:		

APPLICANT (If different from property owner listed above)

Business Name:	Contact Name		
Mailing/Billing Address:	City:	State:	Zip:
Phone:	Email:		

CONTRACTOR

Business Name:	Contact Name:		
Mailing/Billing Address:	City:	State:	Zip:
Phone:	Email:		
WA State License # (Not UBI#):		Expiration Date:	
City of Kelso Business License # (Permit cannot be issued until one is obtained):		Expiration Date:	

PROJECT INFORMATION (Enter all that apply)

Utility Company Work Order #:	Start Date:	Duration:

Description of all work to be done:

APPLICATION SUBMITTAL CHECKLIST

- ☐ Complete Civil Engineering Application (Contractors must have a current Kelso Business License)
- ☐ (3) Three Copies of Civil Engineering Plans or Residential Plot Plan
- ☐ Traffic Control Plan (If ROW is Obstructed)
- ☐ Projects of 500 or more cubic yards requires a SEPA checklist and separate fees.

PROPERTY OWNER OR AUTHORIZED AGENT

I hereby certify that I have read and examined this application and know the same to be true and correct, and I am authorized to apply for this permit.

Signature: Printed Name: Date:

Call 811 or 1-800-424-5555 before you dig, it's the law!

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APPLICATION IS HEREBY MADE FOR: (select all that apply)

Activity	Cost	Qty.	Total
Base Application Fee	$50		
SITE			
ADA Ramp	$150 (includes 10' of sidewalk)		
Driveway Approach – Commercial	$250 (includes 25' of sidewalk)		
Driveway Approach – Residential	$150 (includes 25' of sidewalk)		
Sidewalk New/Repair/Replacement	$25 for first 25', then $25 per 50'		
WATER			
Water Service Installation from Main to within 5ft of Structure (2" or smaller)	$150		
Construction of City Water Main	$500 for first 100', then $0.50/foot		
Water System Vaults, Fire Suppression, Metering, Pressure Regulating, Backflow Prevention (3" or larger)	$500		
Abandonment, Service Repair, or Additional Backflow Device (2" or smaller)	$50		
SEWER			
Sewer Service Installation	$300		
Construction of the City Sewer Main	$500 for first 100', then $0.50/foot		
Abandonment or Lateral Repair	$125		
STORMWATER (See separate worksheet)			
Stormwater Onsite Pipe	$2 per lineal foot		
Construction of the City Stormwater Main	$500 for first 100', then $0.50/foot		
New Impervious Areas of 5000+ ft^2 with Required Submittal of Minimum Technical Requirement(s): #2 | #1-5 | #1-9	$200 | $300 | $700		
GRADING (See separate worksheet)			
Residentially-zoned parcel project with 50-100 yd^3 and slope less than 2%	$100		
Project over 50 yd^3 and Required Submittal of Minimum Technical Requirement(s): #2 | #1-5 | #1-9	$200 | $300 | $700		
OTHER			
ROW Obstruction/Traffic Control Plan	$25		
Street or Alley Vacation	$250		
PRIVATE UTILITY (GAS, POWER, TELEPHONE, CABLE, ETC…)			
Overhead ROW Work – Franchise	$25 per each 1000'		
Overhead ROW Work	$50 per each 1000'		
Open Cut ROW Ground Work – Franchise	$50 per each 100'		
Open Cut ROW Ground Work	$75 per each 100'		
Trenchless ROW Ground Work – Franchise	$25 for 1st 25', then $25 per 100'		
Trenchless ROW Ground Work	$50 for 1st 25', then $50 per 100'		
SUMMARY OF FEES			
		Engineering Fees Subtotal:	$0.00
		Subtotal of Connection Fees and Deposits (See worksheet next page):	$0.00
		Grand Total of Final Fees Due at Permit Issuance:	$0.00

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Connection Fees and Deposits Worksheet

Utility Fees	**Cost**	**Quantity**	**Total**
Utility Deposit Range	$60 | $332		
Water Meter Set ¾" – 5/8"	$250		
Water Meter Set 1"	$400		
Water Meter Set 1 ½"	$400 + Meter Cost		
Water Meter Set 2"	$400 + Meter Cost		

(Meters over 2" will be purchased by the City and the cost reimbursed by the applicant. Contractor will install the meter according to the Standard Plans and Specifications)

Water/Sewer/Stormwater Capital Recovery Connection Fees					
Meter Size	Water SDF	Sewer SDF	Combined Total		
.75	$2,930.00	$1,721.00	$4,651.00		
1	$7,325.00	$4,302.00	$11,627.00		
1.5	$14,650.00	$8,605.00	$23,255.00		
2	$23,440.00	$13,768.00	$37,208.00		
3	$46,880.00	$27,536.00	$74,416.00		
4	$73,250.00	$43,025.00	$116,275.00		
5	$146,500.00	$86,050.00	$232,550.00		
8	$234,400.00	$137,680.00	$372,080.00		
10	$336,950.00	$197,915.00	$534,865.00		
Stormwater Capital Recovery Fees					
New Impervious Construction of 2500ft^2 equals one Equivalent Service Unit (ESU)			$176.00 per ESU or Portion there of		
TRRWA Waste Water Treatment Connection Fees					
SFR (Single Family Residence)			$1,957.00		
2-Plex			$3,366.04		
3-Plex			$5,049.06		
4-Plex			$6,732.08		
Per Apartment Unit			$1,311.19		
Commercial – 5/8"			$1,957.00		
Commercial – ¾"			$2,935.50		
Commercial – 1"			$4,892.50		
Commercial – 1.5"			$9,785.00		
Commercial – 2"			$15,656.00		
Commercial – 3"			$31,312.00		
Commercial – 4"			$48,925.00		
Commercial – 6"			$97,850.00		
Commercial – 8"			$156,560.00		
Industrial			TBD by Dir.		
Grand Total of Connection Fees and Deposits (Enter Total on Permit App):					$0.00

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WATER USE QUESTIONNAIRE
For New Connections or Changes of Use

This information will help us determine if backflow protection will be required at your facility's connection to the Kelso water supply. If provided information is inaccurate, incomplete or if your water use changes, you may be required to retrofit your water system connection to include backflow protection or upgrade your existing protection in order to maintain water service. This questionnaire is for the sole purpose of establishing the purveyor's minimum requirements for the protection of the public water supply system, commensurate to the purveyor's assessment of the degree of hazard. It shall not be assumed by the customer or other regulatory agencies that the purveyor's requirements for the installation of backflow prevention assemblies, lack of requirements for the installation of backflow prevention assemblies, or other actions by personnel employed by the purveyor constitutes an approval of the customer's plumbing system, or an assurance to the customer of the absence of cross connections therein.

CATEGORY OF FACILITY	WATER SERVICE
❑ Residential (Number of Units: _____) ❑ Commercial ❑ Industrial ❑ Commercial	❑ Domestic ❑ Irrigation ❑ Hydrant ❑ Fire Sprinkler System ❑ Temporary

If commercial or industrial facility please write a brief description of type of business or service that will be provided:

SUPPLEMENTAL QUESTIONS

	YES	NO
Will/does premise have landscape irrigation system?	❑	❑
Will/does landscape irrigation system have chemical addition?	❑	❑
Will/does facility have fire sprinkler system?	❑	❑
Will/does fire sprinkler system contain anti-freeze or chemical additives?	❑	❑
Will/does premise have an auxiliary water supply other than city of Kelso provided potable water (i.e.; existing well, sand point, natural pond, stream, etc.)?	❑	❑
Will/does facility handle or store material that is dangerous to health or is toxic?	❑	❑
Is or will be facility over thirty (30) feet high?	❑	❑
Will/does premise have a reclaimed and/or reuse water system?	❑	❑
Will/does premise have an auxiliary water pump or pressure boosting system?	❑	❑
Will/does premise have a water pressure reducing valve?	❑	❑
Will/does premise have solar collectors?	❑	❑
Will/does premise have a pool, spa, fishpond or decorative pond?	❑	❑
Will/does premise contain any water connected equipment, machinery or appliance including but not limited to: heat pump, hydronic radiant heat, lab equip. List below:	❑	❑

SIGNATURE OF APPLICANT

Signature: Printed Name: Date: