



PUBLIC WORKS DEPARTMENT
1812 Main St., Lake Stevens, WA 98258
(425) 377-3222, (425) 334-0835 FAX

Application for Pre-Construction Meeting

This form must be completed, and the required information submitted, prior to scheduling a pre-construction meeting.

- If approved plans have not been submitted, submit two copies of the approved construction plans for the project.
- If approved plans have not been submitted, submit two copies of the approved utility plans (sewer and water) for the project.
- Fill out the required information below for Project.
- Include a completed **Grading Permit Application**. Applications are available at the Public Works Department.
- Include a completed **Right of Way Use Permit** with application fee.
- Submit **Certificate of Insurance**, ACORD form.
- Submit **Performance Funding** per Section 14.12.800 LSMC. (Code attached.)
- Submit a copy of the contractors current **L&I Registration**.
- If construction is within the City limits, submit a copy of the contractor's **City Business License**.

<i>Project Name</i>		<i>PA, ZA or PFN #</i>
<i>Project Location</i>		
<i>Owner</i>	<i>Contractor</i>	<i>Engineer</i>
<i>Contact</i>	<i>Contact</i>	<i>Contact</i>
<i>Address</i>	<i>Address</i>	<i>Address</i>
<i>Phone Number</i>	<i>Phone Number</i>	<i>Phone Number</i>
<i>Fax Number</i>	<i>Fax Number</i>	<i>Fax Number</i>

<i>CESCL</i>	<i>PUD Contact</i>	<i>LSSD Contact</i>
<i>Contact</i>	<i>Contact</i>	<i>Contact</i>
<i>Address</i>	<i>Address</i>	<i>Address</i>
<i>Phone Number</i>	<i>Phone Number</i>	<i>Phone Number</i>
<i>Fax Number</i>	<i>Fax Number</i>	<i>Fax Number</i>

If you have any questions, please contact the Public Works Department at (425) 377-3222.