



Appendix A

Pre-Con Checklist Disturbance of Surface (Franchise Permits)

PRECON CHECKLIST

Surface Disturbance Permits

When setting up the site precon, the requestor should be aware of what is required from them at the precon.

Be Prepared for Your Precon Inspection

- All utilities must be marked prior to scheduling the preconstruction meeting. A site meeting is required for all surface disturbance permits.
- Permit owner representative must present at preconstruction meeting. The applicant is solely responsible for all construction and installation activity associated within the public right of way. Responsibility for this approved installation is not transferable.
- A printed copy of the valid Right of Way Use Permit, the general conditions, the site-specific conditions shall be available on site at a minimum of 8.5-inch x 11 inch in size. A color printed copy of the approved traffic control plans a minimum of 11-inch x 17 inch in size.
- Must be prepared to provide a detailed timeline for the entire project, including all restorations. Your permit has a life; review your permit to determine what the expiration date is. If your permit expires before you obtain signoff on your final inspection, you will be required to obtain a new permit to complete the work.
- Provide proof of funding and for all restorations, landscaping, asphalt and/or concrete repairs, patches and/or grind and overlay, pavement markings, and traffic control for implementation. Provide the restoration company information and schedule.
- If the project impacts city landscaping or irrigation systems, the Applicant must contact the City of Bellevue Parks Department at 425-452-6855 to arrange an on-site meeting with Parks Department Staff and City Inspector prior to the beginning of work, preferably at the precon meeting.

THE APPLICANT IS RESPONSIBLE FOR READING AND UNDERSTANDING THE APPROVED DRAWINGS/PLANS FOR THIS PERMIT (WHICH MAY INCLUDE TRAFFIC CONTROL PLANS), AS WELL AS ALL OTHER APPLICABLE CITY OF BELLEVUE CODES, STANDARDS, AND POLICIES AVAILABLE ON THE CITY'S WEBSITE.