



Department of Public Works

623 Sheridan St, Port Townsend, WA 98368 | 360-385-9160

Office use only

Permit # _____

Receipt # _____

Check # _____

Date paid _____

Mile post _____

OPEN RIGHT-OF-WAY PERMIT APPLICATION - 2023

\$1,051.00 Fee

Make check payable to Jefferson County. Additional fees will apply per ordinance 02-0312-12.

Applicant Information

Property Owner _____

Phone _____ Email _____

Mailing Address _____

City, State, Zip _____

Designation of Agent *(fill out only if applicable)*

Designated Agent _____

Phone _____ Email _____

Mailing Address _____

City, State, Zip _____

Project Information

Purpose for request to open right-of-way: _____

Name of road/right-of-way to be opened: _____

Total length of right-of-way to be opened: _____

Property parcel number(s): _____

Name of plat where road is located: _____

Attach any recorded surveys (list volume and page numbers): _____

Nearest cross street: _____

Other permits associated with this request (e.g. septic, building, stormwater): _____

Will you be installing any utilities within the right-of-way? _____

Site Map

Attach a site plan or plat map that identifies the right-of-way to be opened and the parcels you own. **The map must include the cross street access point, access location to the applicant's property, and scale.**

Acknowledgements and Signature

By signing the application form, the undersigned Applicant attests that the information provided herein is true and correct to the best of his/her knowledge and agrees to all conditions on the permit. The Applicant also certifies that this application is being made with the full knowledge and consent of all owners of the affected property. Any material falsehood or any omission of material fact made by the Applicant/Owner with respect to this application packet may result in this permit being null and void.

The Applicant has read this disclaimer and signs and dates it below.

Property Owner or Designated Agent Signature _____

Date _____

Site Map

Attach or draw a site plan or plat map that identifies the right-of-way to be opened and the parcels you own. **The map must include the cross street access point, access location to the applicant's property, and scale.**