



Public Works Construction Permit Application

Engineering Division
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STAFF USE ONLY	
Permit Number:	
Application Date:	
Issued Date:	
Plan Review Fee:	
Permit Fee:	
Permit Expiration:	365 Days from Issue

PROJECT INFORMATION

Project Name:
Street Name(s)/Location:
Description of Work:

APPLICANT Send Correspondence to this Contact

Contact Name:	
Business Name:	
Address:	
City/State/ZIP:	
Phone:	Email:

ENGINEER Send Correspondence to this Contact

Name:	Phone:
Business Name:	
Address:	
City/State/ZIP:	Astoria Business License No.:
Email:	Oregon P.E. No.:

DESIGN EXCEPTION(S)

Does this plan submittal include a design exception(s) request? <input type="checkbox"/> Yes <input type="checkbox"/> No
Summary of design exception request(s):

Design exception(s) request must address the requirements in the Engineering Design Standards Section 2.6.1 and be included with this form.

INFRASTRUCTURE CONSTRUCTION COST

Engineer's Preliminary Construction Cost (Prepared by P.E. & Attached): \$

Plan Review Fee Due w/Application (1% of Preliminary Construction Cost; \$500 Minimum): \$

Estimated preliminary and final construction costs shall be provided by an Oregon Registered Professional Engineer and shall include all improvements in the public right-of-way and/or publically maintained infrastructure improvements. A Public Works Plan Review fee of 1% of the preliminary construction cost estimate (\$500 minimum) is required with the plan submittal. The construction cost used to calculate the required fee is associated with all improvements made in the public right-of-way or public improvements constructed in easements, which includes but is not limited to the road, curb, sidewalk, driveway, ADA ramps, grading, erosion control, storm drainage, sanitary sewer, water, street light, retaining structures, signage, and striping. A Public Works Construction Permit fee of 2% of the final construction cost estimate will be required prior to issuance of the construction permit or commencing construction activity; The fee will be collected in lieu of the Right-of-Way Permit fee of \$100 (street-cut fees still apply). The estimated final construction cost associated with the construction permit needs to include any scope changes associated with the plan review process.

Applicant Signature:	Date:
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Completeness Review	<input type="checkbox"/> 3 Full Size Plan Sets <input type="checkbox"/> Completed and Signed by P.E. <input type="checkbox"/> Current Design Standards Used <input type="checkbox"/> Preliminary Cost Estimate Provided <input type="checkbox"/> Design Exception(s) Provided (<i>if applicable</i>)
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Plan Review Routing	<input type="checkbox"/> PW Operations <input type="checkbox"/> PW Engineering <input type="checkbox"/> Planning <input type="checkbox"/> Fire <input type="checkbox"/> Building
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Plan Review Submittal Log

1.	Date:
2.	Date:
3.	Date:
4.	Date:
5.	Date:
6.	Date:

Plan Review Response(s) Log

1.	Date:
2.	Date:
3.	Date:
4.	Date:
5.	Date:
6.	Date:

Design Exception(s) Review Log

1.	Date:
2.	Date:
3.	Date:
4.	Date:
5.	Date:

Construction Cost Estimates & Fees

Preliminary Construction Cost Estimate: \$	Plan Review Fee (1% or \$500 min.): \$
Final Construction Cost Estimate: \$	Construction Permit Fee (2%): \$

Estimated preliminary and final construction costs shall be provided by an Oregon Registered Professional Engineer and shall include all improvements in the public right-of-way and/or publically maintained infrastructure improvements. A Public Works Plan Review fee of 1% of the preliminary construction cost estimate (\$500 minimum) is required with the plan submittal. The construction cost used to calculate the required fee is associated with all improvements made in the public right-of-way or public improvements constructed in easements, which includes but is not limited to the road, curb, sidewalk, driveway, ADA ramps, grading, erosion control, storm drainage, sanitary sewer, water, street light, retaining structures, signage, and striping. A Public Works Construction Permit fee of 2% of the final construction cost estimate will be required prior to issuance of the construction permit or commencing construction activity; The fee will be collected in lieu of the Right-of-Way Permit fee of \$100 (street-cut fees still apply). The estimated final construction cost associated with the construction permit needs to include any scope changes associated with the plan review process. If the \$500 minimum fee covers 3% of the final construction cost, no additional fee will apply.

Approvals and Performance Bond

The performance bond must be issued in the amount of the final construction cost estimate. Performance bonds are saved in Central Files.

Performance Bond Amount: \$	Date Submitted:
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Public Works Operations Approval:	Date:
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Public Works Engineering Approval:	Date:
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