Right-of-Way Permits
Brochure #13

When do I need a Right-of-Way Permit?
A City Right-of-Way (ROW) Permit is required for work or activities in the right-of-way including utilities and landscaping and for events such as parades and block parties. (MMC 12.04)

What do I need to submit to apply for a ROW permit?
1. Completed application, as provided by the City.
2. Two drawings, scaled, dimensioned, and large enough to clearly identify proposed work showing right-of-way in relationship to property.
3. Application fee. A re-inspection fee will also be required if necessary. Right-of-Way permits to construct road, or storm drainage improvements, which will improve the public access, or for landscaping the right-of-way frontage(s) of single family residences, or parking, or utility connections, and lower City or public utility maintenance costs, require a “No Fee” permit. The “No Fee” permit applies to property owners only and not to development or utility agency activities.

How long is a ROW permit good for and can it be renewed?
Right-of-Way permits are valid for a period of six (6) months after date of issuance except for those permits issued in conjunction with a building permit or otherwise specified on the permit.

City of Mukilteo
Planning and Community Development Department
11930 Cyrus Way
Mukilteo, WA 98275
(425) 263-8000
If continued use of the right-of-way is desired, a new permit should be applied for thirty (30) days prior to expiration. ROW permits issued with building permits shall be valid for the same period as the building permit.

**What are the criteria used for approving right-of-way permits?**

Each request will be examined to determine if it complies with the provisions of MMC Chapter 12.04 and adopted engineering and development standards of the City.

**How long will it take to process my application?**

Upon receipt of a complete application, project review by the City Engineer shall be acted on within ten (10) working days.

**Can the City Engineer’s Decision be appealed?**

Any applicant who questions the specific procedures or requirements regarding issuance and/or enforcement of a ROW permit may request in writing that the Mayor grant relief from the requirement or grant on alternative interpretation of the requirement.

**What is an example of a ROW permit?**

A homeowner may wish to enhance his property by filling in an existing ditch to provide on-street parking or improve his driveway from gravel to paving. A neighborhood may wish to have a block party and close of the right-of-way for the event.

R-O-W permits are required for alteration of or construction within the public ROW, except for incidental or routine maintenance activity.
For questions or additional information:

Call...
City of Mukilteo
Engineering Department (425) 263-8050
City Hall (425) 263-8000
Fax (425) 212-2068

Location...
11930 Cyrus Way
Mukilteo, Washington  98275

Hours...
Monday - Thursday
7:30 a.m. to 5:00 p.m.
Friday
7:30 a.m. to 4:30 p.m.

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