



Traffic Control Application Submittal Checklist

[Snohomish County Code Title 13 - B5](#)

Please allow two weeks for project review and insurance approval

Advisory for all work in the public right of way:

If pedestrian facilities exist in the work zone, an ADA Temporary Access Plan is required for shoulder, lane or full road closures.

Shoulder, Lane and Full Road* Closure

A complete application for all types of work in the right of way will include:

- Public Works Right of Way Permit [Application](#)
- \$170.00 application/permit fee (cash, credit card or check payable to Snohomish County Public Works)
- Planning and Development Services project file number(s)
- Approved construction plans (vicinity map, plan sheets for all work in the public right of way)
- [Certificate of Insurance](#) and CG 20 12 for the firm/applicant working in the right of way
- WSDOT approval if work is within 500 feet of a state highway
- Traffic control plan (TCP) appropriate to your project. Work on arterial roads requires a site specific TCP. See typical plan here:
<http://www.wsdot.wa.gov/publications/fulltext/standards/psl/tc-1-18/tc-1.pdf>

*Additional Requirements for Daily or 24/7 Full Road Closures

Additional processing time is required for review. A professional TCP is recommended with application submittal for faster review. An additional fee may be assessed.

Check one:

- Daily closure – routing will include PDS inspector and Traffic Operations
- 24/7 closure – routing will include PDS inspector, Traffic Ops, and County Engineer.

A complete application for a full road (daily or 24/7) closure will include:

- Written justification detailing why a lane closure is not a viable option
- Site specific traffic control plan(s) showing the current road configuration
- Detour and signage plan