

# Agency Notification

Planning & Community Development  
 17500 Midvale Ave N  
 Shoreline, WA 98133  
 206-801-2500  
 pcd@shorelinewa.gov



The City of Shoreline and the following agencies require a minimum of three calendar days' written notice of your construction project and/or Temporary Street Closure.

Please complete this form and send it to the applicable agencies listed on this form.

Site Address of Project and/or Street(s) to be Closed: \_\_\_\_\_

Date and Time of closure: \_\_\_\_\_ and/or Project Duration: \_\_\_\_\_

Detour Route Information: \_\_\_\_\_

Permit Applicant's Name: \_\_\_\_\_

Permit Applicant's Contact Telephone Number: \_\_\_\_\_

Permit Applicant's Signature: \_\_\_\_\_

Please mail a copy of this completed form to the contact agencies listed below and to the City of Shoreline; three calendar days' notice is required. **Additional contacts listed on the back.**

Organization	Mailing Address	Phone	Email
<b>Shoreline Police Department</b>	Attn: Chief 17500 Midvale Ave N, Shoreline, WA, 98133	Phone: (206)801-2710	<a href="mailto:Kelly.park@kingcounty.gov">Kelly.park@kingcounty.gov</a>
<b>Shoreline Fire Department</b>	Attn: Fire Marshal 17525 Aurora Ave N Shoreline, WA, 98133	Phone: (206)533-6500 Fax: (206)546-5719	<a href="mailto:fmo@shorelinefire.com">fmo@shorelinefire.com</a>
<b>METRO Transit</b>	Attn: Construction Coordinator 1500 6 <sup>th</sup> Ave S SVQ-TR-0100 Seattle, WA 98134	Phone (206) 684-2732 Fax (206) 684-2686	<a href="mailto:construction.coord@kingcounty.gov">construction.coord@kingcounty.gov</a>
<b>Shoreline School District Transportation Office</b>	Attn: Diane Johnson 1216 NE 165th St Shoreline, WA 98155	Phone (206) 393-4278 Fax (206) 393-4199	<a href="mailto:diane.johnson@shoreschools.org">diane.johnson@shoreschools.org</a>
<b>Kings School Transportation Management</b>	Attn: Stan Bear 19303 Fremont Ave N Shoreline, WA 98133	Phone (206) 546-7327 Fax (206) 546-7267	<a href="mailto:sbear@crista.net">sbear@crista.net</a>
<b>United States Postal Service</b>	Attn: Station Manager c/o Local Post Office	Bitter Lake: Fax (206) 440-1308 North City: Fax (206) 361-1140	Bitter Lake: <a href="mailto:98133seattlewabitterlakestation@usps.gov">98133seattlewabitterlakestation@usps.gov</a> North City: <a href="mailto:98155seattlewanorthcitystation@usps.gov">98155seattlewanorthcitystation@usps.gov</a>

Open M, T, F 8 a.m. to 5 p.m.  
 Open W, Th 1 p.m. to 5 p.m.  
 Permit processing ends at 4 p.m.

## Additional Contacts

Organization	Name	Email
METRO Transit	Jonathan Rose	<a href="mailto:Jonathan.rose@kingcounty.gov">Jonathan.rose@kingcounty.gov</a>
METRO Transit	Special Events	<a href="mailto:Special.events@kingcounty.gov">Special.events@kingcounty.gov</a>
Shoreline Fire	Courtney Nicholl	<a href="mailto:cnicholl@shorelinefire.com">cnicholl@shorelinefire.com</a>
Shoreline Police	Tim Meyer	<a href="mailto:Tim.meyer@kingcounty.gov">Tim.meyer@kingcounty.gov</a>
Shoreline Police	Scott Fitchett	<a href="mailto:Scott.fitchett@kingcounty.gov">Scott.fitchett@kingcounty.gov</a>
Shoreline Customer Response Team	Bob Crozier	<a href="mailto:CRTeam@shorelinewa.gov">CRTeam@shorelinewa.gov</a>