



SHORELINE CITY COUNCIL

Mayor Keith Scully
Deputy Mayor Betsy Robertson
Councilmember Doris McConnell
Councilmember Laura Mork
Councilmember Eben Pobe
Councilmember John Ramsdell
Councilmember Chris Roberts

February 11, 2022

[Name]

[Address]

Subject: Limited Right of Entry to Conduct Topographic Survey for the 175th Street Corridor Improvements Project

Dear [Taxpayer of Record] or [Occupant]

I am writing to request your permission to access your property located at [Property Address], in the City of Shoreline, to conduct a topographic survey for the City's 175th Street Corridor Improvements Project. A more detailed description of this project can be found on the City's website at www.shorelinewa.gov/175corridor. The City's records indicate that your property may be impacted by the City's proposed improvements. Therefore, the City needs to access your property to determine impacts, if any, and to assist with design of the project. If your property is leased, the tenant must sign the enclosed Limited Right of Entry Agreement or, you must provide your tenant's written consent authorizing you to grant access to the City and the tenant's contact information. If the Taxpayer of Record's mailing address is different than the property's address, a Limited Right of Entry Agreement has also been sent to the property address.

Although most topographic survey activities will be limited to the street right-of-way, there are a few select locations where on-property detail is needed. This work would not involve cutting vegetation and would not involve excavation. Efforts will be made to minimize disruption of landscaping and other existing features.

Information obtained will be used in the preparation of the City's roadway design documents. Upon completion of this design phase, if it is determined the project will impact your property, the City will coordinate with you for property restoration or adjustments.

Please sign the enclosed Limited Right of Entry Agreement by Monday, February 28, 2022. An addressed, pre-paid postage enveloped is enclosed for your convenience. If you want to make specific access arrangements in advance or have other concerns regarding the work, please indicate so on the enclosed form or contact me at 206-801-2489. Thank you for your assistance!

Sincerely,

A handwritten signature in blue ink, appearing to read "Leif Johansen". The signature is fluid and cursive, with a long horizontal stroke at the end.

Leif Johansen, P.E.

Capital Projects Manager

Encl. Limited Right of Entry Agreement

CC Bob Earl, P.E., Engineering Manager
Noel Hupprich, Development Review and Construction Manager



LIMITED RIGHT OF ENTRY AGREEMENT

This Limited Right of Entry Agreement is entered into between the City of Shoreline and _____ (“Grantor”), owner or tenant of real property located _____, Shoreline, WA (“Property”) in order to grant permission to the City of Shoreline and its authorized employees, agents, representatives, and contractors (collectively, the “City”) to enter the Property upon the terms and conditions stated herein.

1. The City is granted a limited right of entry to enter upon the Property commencing on March 1, 2022 and expiring on May 31, 2022.
2. The City may undertake the following activities: land surveying, reconnaissance, measurements, and related field investigations related to the City’s 175th Street Corridor Improvements Project. (“Access Rights Activities”)
3. The City’s right of entry is specifically limited to the Access Rights Activities.
4. The City agrees that at least twenty-four (24) hours prior to entering the Property, the City shall provide the Grantor, either by phone or email, if provided, notice of the date and time of entry. At this same time, the City shall notify the Grantor as to who will be entering upon the Property and which Access Rights Activities will be performed. The Grantor shall ensure that the City is granted access to the Property during the scheduled time(s).
5. The City agrees to remove any equipment used in connection with the Access Rights Activities and to restore the Property, if necessary, to the same or similar condition that existed as of the date of entry.

CITY OF SHORELINE

PROPERTY OWNER/TENANT

Name/Date

Name/Date

I am the Property Owner

I am the Tenant

Email: _____

Telephone: _____

If you have any special instructions regarding access to your property, please provide details here: