



**CITY OF RIDGEFIELD**

Public Works Department  
301 N 3<sup>rd</sup> Ave  
PO Box 608  
Ridgefield, WA 98642  
Tel: (360) 887-8251  
Fax: (360) 887-2507  
[www.ci.ridgefield.wa.us](http://www.ci.ridgefield.wa.us)

**OFFICE USE ONLY**

**FILE #:** \_\_\_\_\_  
**FILE NAME:** \_\_\_\_\_  
\_\_\_\_\_  
**RECEIVED BY:** \_\_\_\_\_  
**FEE PAID:** \_\_\_\_\_ **CHECK/CASH:** \_\_\_\_\_  
**DATE SUBMITTED:** \_\_\_\_\_

**ENGINEERING REVIEW APPLICATION**

**APPLICATION INFORMATION (REQUIRED)**

**APPLICANT:**  *Check box if Primary Contact*

**PERSON/COMPANY:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**(CITY, STATE, ZIP)** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ *(Signature Required)* **DATE:** \_\_\_\_\_

**PROPERTY OWNER(S):**  *Check box if Primary Contact*

**PERSON/COMPANY:** \_\_\_\_\_

**CONTACT:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**(CITY, STATE, ZIP)** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ *(Signature Required)* **DATE:** \_\_\_\_\_

**BILLING INFORMATION (REQUIRED)**

**Please list below the individual or firm that is to receive billings and other project related financial statements from the City**

**BILLING PARTY:**  *Check box if Primary Contact*

**PERSON/COMPANY:** \_\_\_\_\_

**CONTACT:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**(CITY, STATE, ZIP)** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ *(Signature Required)* **DATE:** \_\_\_\_\_



**CITY OF RIDGEFIELD**  
Community Development Department  
301 N 3<sup>RD</sup> Avenue  
PO Box 608  
Ridgefield, WA 98642  
Tel: (360) 887-3908  
Fax: (360) 887-2507  
[www.ci.ridgefield.wa.us](http://www.ci.ridgefield.wa.us)

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### PROJECT INFORMATION (REQUIRED)

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Summary of Project (attach additional sheets if necessary): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated Project Start Date: \_\_\_\_\_  
(month/year)

Estimated Project End Date: \_\_\_\_\_  
(month/year)

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### DEVELOPMENT REVIEW RELATED ENGINEERING/PLAN REVIEW

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A fee of \$500.00 shall be paid at the time of application for the costs of initial file setup including labor, materials and expenses. Services provided here include engineering review of preliminary engineering plans for erosion control and grading, streets, sewer, water and stormwater and review of required traffic studies during the land use development approval process. To be billed at established hourly rates. Billed invoices shall include the City's administrative services charge established

in Resolution No. 289. The City of Ridgefield shall have the discretion to use the services of an outside professional consultant for services provided here. All invoices associated with the services of an outside professional consultant plus the City's administrative services charge shall be paid prior to receipt of final land use approval.

**At time of engineering review application, the contractor of record or the engineer of record shall submit an itemized cost breakdown containing a written description, unit amounts, unit costs and total item cost. This itemized cost breakdown shall be on company letterhead and shall be signed and dated by the person submitting it.**