

City of Gig Harbor

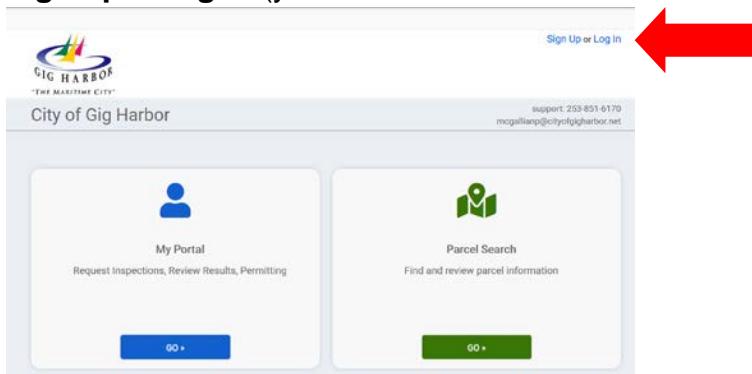


Permit Portal Temporary Sign in Public Right-of-Way Application Instructions

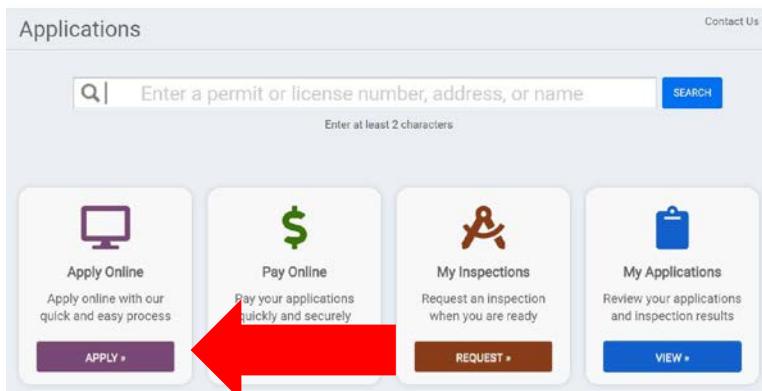
1. Go To: <https://www.gigarborowa.gov/>
2. Select the **Permit Portal** link from the tool bar at bottom of page



3. **Sign up or log in** (you will need an account to create permit)

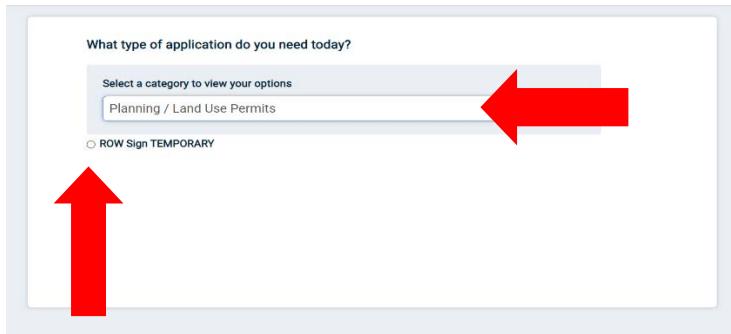


4. Once you are logged in go to **Apply Online** on the main portal page



City of Gig Harbor

5. Select **Planning/Land Use Permits** in Category drop down bar and click **ROW Sign TEMPORARY** and **NEXT** at the bottom of the page



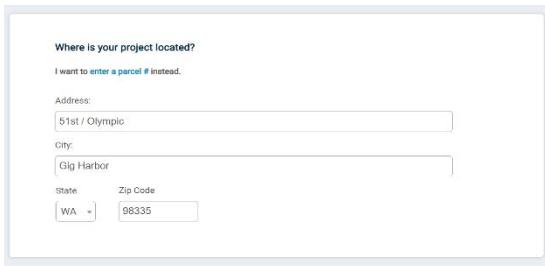
What type of application do you need today?

Select a category to view your options

Planning / Land Use Permits

ROW Sign TEMPORARY

6. Where is your project located? Enter location for sign from the [Directors Official Map of Temporary Signs on Public Right-of-Way](#) and **NEXT** at the bottom of the page



Where is your project located?

I want to [enter a parcel # instead](#).

Address: 51st / Olympic

City: Gig Harbor

State: WA Zip Code: 98335

7. If information is correct click **SAVE AND CONTINUE** at the bottom of the page

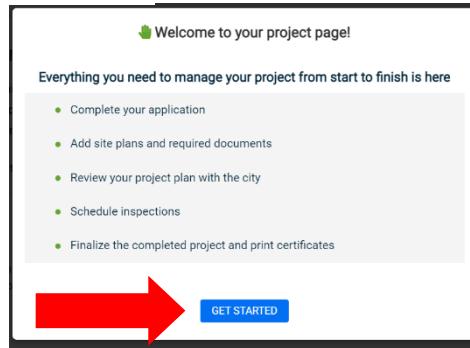


Where is your project located?

Parcel #: 51st / Olympic, Gig Harbor, WA 98335

[Edit Information](#)

8. On Pop Up click **GET STARTED**



City of Gig Harbor

9. Name your project (event name or business), and add permit purpose click **SAVE** and scroll down

ROW Sign TEMPORARY

Planning / Land Use Permits

Application Number: PL-SROW-21-0887

Current Status: Not Submitted

Estimated Fees: \$0.00

Additional fees may be required

Please complete the following information to submit your permit application. [NEED HELP?](#)

My Project

Apply for Residential Plumbing and Mechanical permits for minor work only. For all commercial and others, please see this link for information: <http://www.cityofgigharbor.net/658/Electronic-Plan-Submittal>

Location

51st / Olympic Parcel

Created: 11/23/2021

Approved: ..

Issued: ..

Closed: ..

Application Expires: 2/21/2022

Give your project a name: Event Sign

Describe the purpose of the permit: Event Sign

SAVE CANCEL

Permit Contacts

Permit Contractors

10. Maximize Permit Details. Select number of signs, and agree to sign conditions

Permit Details

Not Complete

Please provide complete description of the work to be completed by this permit.

NUMBER OF SIGNS AT THIS LOCATION *

1

Describe Temporary Sign Location / Intersection *

50TH ST CT NW | OLYMPIC DR

Indemnification Language A. Permittee agrees to protect the City and hold it harmless from all claims, actions or damages which may accrue to or be suffered by any person or persons, corporation or property by reason of the performance of any such work, character of materials used or manner of installation, maintenance and operation or the improper occupancy of right of way *

I Agree

Indemnification Language B. If any suit or action is brought against the City for damages arising out of or by reason of any of the above causes, Permittee will upon notice to him/her of commencement of such action, defend the same at his/her own sole cost and expense and will satisfy judgment after the suit or action if adverse to the City *

I Agree

The Director may revoke, annul, change, amend, amplify, or terminate this Permit or any of the conditions herein enumerated if the Permittee fails to comply with any or all of its provisions, requirements and regulations set forth in the permit or municipal code. *

I Agree

In accepting this Permit, the Permittee agrees that any damage or injury done to the property of the Permittee or any expense incurred by the Permittee through the operation of a contractor, shall be at the sole expense of the Permittee *

I Agree

This Permit or privilege shall not be deemed or held to be exclusive one and shall not prohibit the City from granting other permits of like, nor shall it prevent the City from using any of its roads, streets, or public places, or affect its right to full supervision and control over all or any part of them, none of which is hereby surrendered. *

I Agree

SAVE

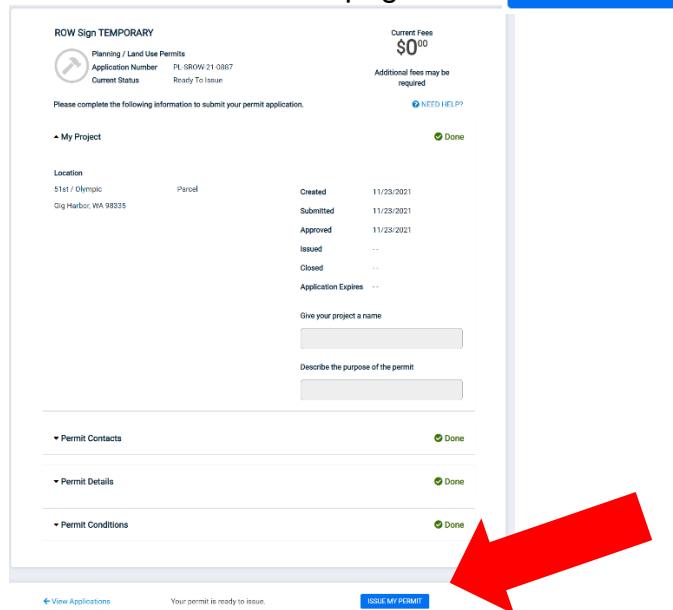
City of Gig Harbor

11. Click **SAVE** and **SUBMIT APPLICATION** at the bottom of the page and in the pop up



WAIT!! Your permit still needs to be issued and printed!

12. At the bottom of the page click **ISSUE MY PERMIT**



ROW Sign TEMPORARY
Planning / Land Use Permits
Application Number: PL-SROW-21-0887
Current Status: Ready To Issue

Please complete the following information to submit your permit application.

My Project

Location: 51st / Olympic, Parcel: , Created: 11/23/2021, Submitted: 11/23/2021, Approved: 11/23/2021, Issued: ..., Closed: ..., Application Expires: ...

Give your project a name:

Describe the purpose of the permit:

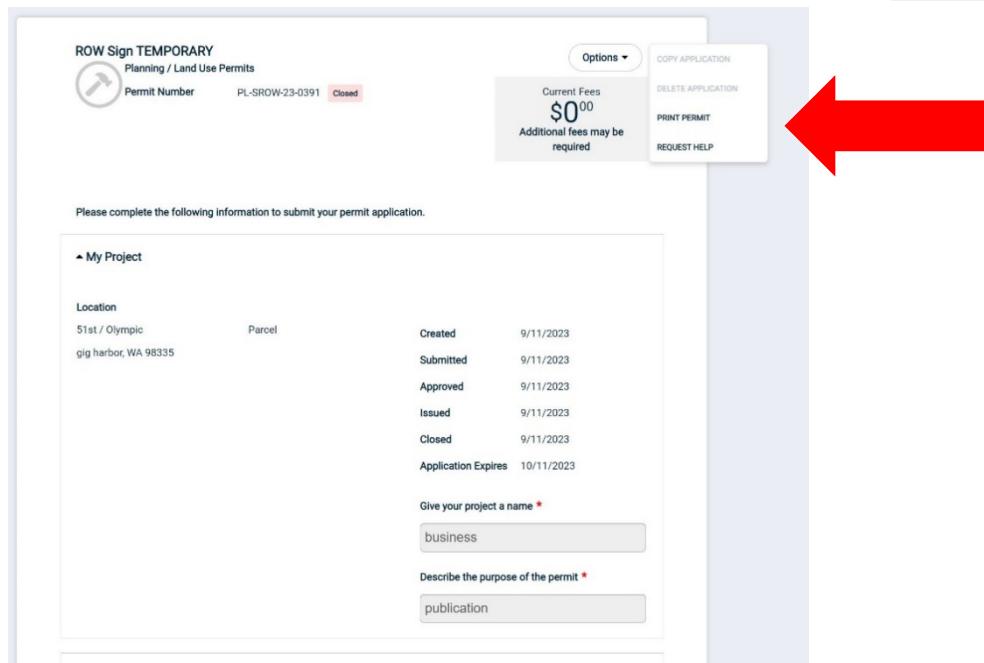
Permit Contacts

Permit Details

Permit Conditions

ISSUE MY PERMIT

13. Once your permit is issued select **PRINT PERMIT** from the **Options** bubble



ROW Sign TEMPORARY
Planning / Land Use Permits
Permit Number: PL-SROW-23-0391 | Closed

Options

COPY APPLICATION
DELETE APPLICATION
PRINT PERMIT
REQUEST HELP

Please complete the following information to submit your permit application.

My Project

Location: 51st / Olympic, Parcel: , Created: 9/11/2023, Submitted: 9/11/2023, Approved: 9/11/2023, Issued: 9/11/2023, Closed: 9/11/2023, Application Expires: 10/11/2023

Give your project a name: business

Describe the purpose of the permit: publication

City of Gig Harbor

14. After printing, please **cut along the dotted line** and securely **attach top portion to sign**



 PL-SROW-23-0391 APPLICANT: T, Michelle LOCATION:		PL-SROW ISSUED: 09/11/2023 EXPIRES: 10/11/2023
CUT ALONG DOTTED LINE AND PLACE TOP PORTION ON BACK OF SIGN.		
APPLICANT:	T, Michelle XXX Huckleberry Ln Here, WA 98335 2535551212	OWNER:
CONDITIONS		
<ol style="list-style-type: none">The sign or signs shall be placed in areas identified on the Directors Map for Temporary Signs in the Public right-of-way.<ol style="list-style-type: none">Temporary signs are prohibited from being placed within:<ol style="list-style-type: none">RoundaboutsMediansShouldersTravel LanesAreas of Public right-of-way that are not accessible by a sidewalk or pedestrian walking path.Signs shall be no further away than 100 feet from the intersection.Temporary signs shall not be placed in right-of-way adjacent to City facilities or parks.Underlying property owners permission (if applicable) shall be obtained prior to placement of the temporary sign.This permit is valid for 30 days. By the 30th day, the sign shall have a new sign permit attached to the sign or be completely removed.The City has full authorization to remove the sign if the permit is not properly attached and readable on the sign and/or if the size of the sign does not meet the sign zone requirements.		

This is your Valid Sign Permit that **MUST** be attached to all signs

You are now ready to place your sign in the **Approved Areas** of the

Approved Intersections.

For more information on temporary signs in the right-of-way and a map of the approved intersections go to: <https://www.gigarborowa.gov/628/Temporary-Signs-on-Public-ROW-or-Private>