



## City of Kirkland Public Works Department

### IMPROVEMENT EVALUATION PACKET

The Improvement Evaluation Packet is used by the City of Kirkland Public Works Department to assess the dollar value of the public and private improvements being installed on development projects. The applicant filling out the packet is asked to provide the material quantities and to compute the value of the improvements using the unit prices established by the Public Works Department. The following are answers to commonly asked questions about the packet:

1. All development projects (subdivision, commercial, multi-family and industrial projects) applying for permit must complete the packet.
2. The dollar amounts generated are used to establish performance and maintenance security values, and review and inspection fees for Public Works.
3. Public work is considered to be any improvement installed in the right-of-way or in a public utility easement. If an improvement begins in the right-of-way and ends on the property, such as a sewer, it is considered both public and private work. The break occurs at structures within the right-of-way such as manholes, catch basins or water tees.
4. Private work is considered to be any of the listed improvements occurring on private property. However, **for subdivisions only**, storm drain detention systems are considered public work even when located on private property.
5. For subdivision projects, the Private Work section should include all on-site storm drainage and paving work. This will include the drainage system for the lot drains and the paving for private access easements. For all other classifications of projects, the Private Work section should include the on-site storm drainage system only.
6. After completion of the packet, the Public Works Department will verify the quantities and establish the security and fee values.
7. The Public Works Department will not release the permit for construction until the packet has been completed.

If you have any further questions about the packet, please call the Public Works Department at 425-587-3849.