City of Kenmore, Washington

City of Kenmore – Updated Procedure for Utility Work Permitting
Effective July 1, 2025

The City of Kenmore and Northshore Utility District (NUD) are streamlining permitting processes for water and sewer work within the public right-of-way (ROW). This update improves coordination, eliminates redundant permits, and supports timely project delivery.

What's Changing?
Beginning July 1, 2025, NUD will no longer apply for separate Franchise Utility ROW Permits for projects that are part of a development with an active Engineering Permit Application. Instead, utility work will be reviewed and permitted as part of the existing development permit[1]. For standalone utility work (not associated with development), NUD will continue to apply separately through the City's Engineering Department.

Permit Scenarios & Requirements

Scenario	Permit Type	Who Applies	City Department	Apply At
NUD utility work **not related to development**	Franchise utility ROW permit	NUD	Engineering (ED)	Email utilitypermit@kenmorewa.gov
Developer utility work **as part of development (engineering permit)**	Engineering Permit	Developer	Development Services (DSD)	Mybuildingpermit.com
Developer utility work **related to a building permit**	ROW Type A Permit	Developer	Development Services (DSD)	Mybuildingpermit.com

Review & Inspections
- **NUD** continues to inspect utility work and provide review feedback to the City.
- **City inspectors** confirm compliance with approved plans and verify NUD inspections.
- **Deviations** from approved plans require City approval.

Summary
This update:
- Eliminates duplicative permits for development-related utility work
- Clarifies roles and points of contact
- Supports faster, more efficient project coordination

For questions, contact the **City of Kenmore Development Services** at permittech@kenmorewa.gov or **Engineering Department** at utilitypermit@kenmorewa.gov.

[1] Engineering permits issued by the City prior to July 1, 2025 will continue to go through the old process