



City of Seattle
Special Events Routing Slip

Application #: 1496

Date(s): Saturday June 27, 2026

Approximate Attendance: 2,250

To:	NAME	DEPARTMENT	EMAIL ADDRESS
	Lt. Debbie Williams	Fire (FMO Special Events)	deborah.williams@seattle.gov
	Eric Stewart	Metro	eric.stewart@kingcounty.gov
	Kyle Griggs	Parks	kyle.griggs@seattle.gov
	Capt. Sean O'Donnell	Police (Traffic)	sean.odonnell@seattle.gov
	SPD Events	Police (Operations Center)	spdevents@seattle.gov
	Lt. Bryan Clenna	Police (Traffic)	bryan.clenna@seattle.gov
	Sgt. Shane Burditt	Police (Operations Center)	shane.burditt@seattle.gov
	Off. Ryan Gallagher	Police (Operations Center)	ryan.gallagher@seattle.gov
	OFC Sue Wong	Police (Operations Center)	sue.wong@seattle.gov
	Travis Steichen	Risk Management	travis.steichen@seattle.gov
	Jack Bighorse	SDOT	jack.bighorse@seattle.gov

From:	Kiah Patzkowsky	Special Events Committee Chair	kiah.patzkowsky@seattle.gov
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Date: _____ Total Number of **PAGES** (Including Cover Sheet): _____

EVENT NAME: Seattle Marathon Summer Events 1496

☐ NEW

☐ REVISION

Please **comment** on the potential impact of the described event on the accompanying application and distribute copies to your affected staff. **Make recommendations** concerning requested date(s), hours of use, location or route changes, approval, staff charges, and/or additional requirements you desire, if event is approved. Please **sign, date, and return** by **EMAIL** to **Kiah Patzkowsky, Special Events Committee Chair**, at SpecialEventsOffice@seattle.gov.

DATE DUE: _____

Please refer to the attached SDOT Memo and Event Overview Map for additional traffic control details.

Print Name: **Jack Bighorse**

Department: **SDOT**

Signature: *Jack Bighorse*

Date: **6/17/2026**

CITY OF SEATTLE
SDOT
MEMORANDUM

Date: June 17, 2026

To: Kiah Patzkowsky, Special Events Program Manager

From: Jack Bighorse, SDOT Traffic Control Programs

Subject: **Seattle Marathon Summer Events 1496**

The Seattle Department of Transportation has reviewed the requested use of the street from 04:00 on Saturday, June 27, 2026 to 14:00 on Saturday, June 27, 2026

We have no objection to the proposed use provided:

The applicant shall be required to obtain from a private supplier all necessary traffic control devices, including parking control signs, which must be in place a minimum of 72 hours in advance, and verified by the person or company setting out the barricades (the verification form can be filled out on-line at <http://web1.seattle.gov/sdot/nopark>). Traffic controls, their implementation, maintenance and removal shall conform to the City of Seattle Manual for In-Street Work, and follow the general guidelines of any sketches attached with this memorandum (copies of the City of Seattle Manual for In-Street Work may be obtained by request at 684-5086).

Seattle Police Department (SPD) officers shall direct traffic at all signalized intersections along the route, and any other locations deemed necessary by SPD.

The applicant is responsible for all Lost Revenue fees for use of any pay parking spaces affected by this event. Please see the attached invoice.

The applicant shall be responsible for notifying and obtaining the concurrence of all properties with access affected by the event prior to the event.

cc:

Sgt. Shane Burditt, SPD

Capt. Randy Ward

Lt. Clenna, SPD

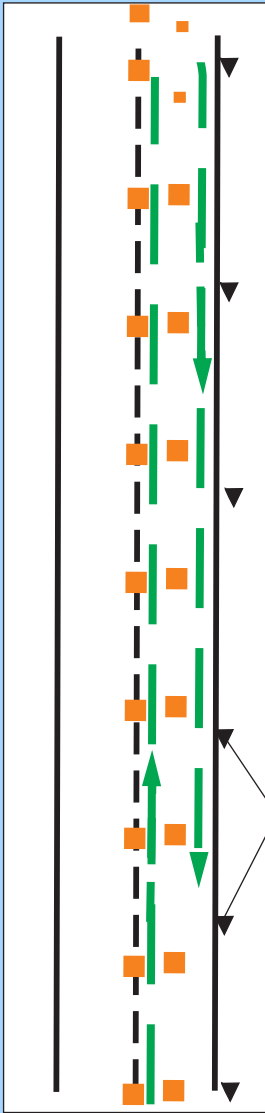
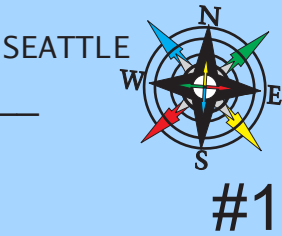
APPROVED AS NOTED

Jack Bighorse

Jack Bighorse

SDOT Special Event Permitting Manager

PERMIT # _____



18" CONE LINE SEPARATING RUNNERS NO /SO in NB LANE

START / FINISH
At SEWARD PARK

Run Route

Sign Spacing x=100' + Traffic Cone Spacing 25'

MUTCD GUIDELINES

T-39

NO PARKING EASEL

LEGEND

RUN ROUTE

TRAFFIC SAFETY CONE

EXISTING TRAFFIC FLOW

SIGN LOCATION

PROTECTIVE VEHICLE OR WORK VEHICLE

UNIFORMED POLICE OFFICER

VOLUNTEER OR SEA MAR STAFF

Contractor		Seattle Marathon	
Supervisor		Project/Job Number	
Louise Long		Seattle Summer 1/2 Marathon	
Phone Number (office)		Project Location	
206.396.4200		Lake Wash Blvd S, WA	
Phone Number (fax)		Sheet Number	Date
		1	6.15.26
Prepared By		 NATIONAL BARRICADE CO. LLC ESTABLISHED IN 1951	
Steve Vita			
E-mail		O: 206.523.4045 F: 253.735.6329	
steve@barricade.com			

Jack Bighorse
 Jack Bighorse
 SDOT Special Event Permitting Manager

#2

28" Refl CONE LINE SEPARATING CARS and RUNNERS

T-39
NO PARKING
EASEL

T-39

NO PARKING
EASEL

18" CONE LINE SEPARATING
RUNNERS NO /SO in NB LANE

Run Route

SPEED LIMIT 25 Sign Spacing $x=100'$ + Traffic Cone Spacing 25'

MUTCD GUIDELINES

Run Route

SPEED LIMIT 25 Sign Spacing $x=100'$ Traffic Cone Spacing 25'

MUTCD GUIDELINES 

▼



NO PARKING
AFTER
TOW-AWAY AREA
PHONE 604-5444
NATIONAL BARRICADE CO.

T-39
NO PARKING
EASEL

LEGEND

— — — RUN ROUTE

TRAFFIC SAFETY CONE

➔ **EXISTING TRAFFIC FLOW**

SIGN LOCATION



**PROTECTIVE VEHICLE
OR WORK VEHICLE
UNIFORMED POLICE
OFFICER**

**VOLUNTEER OR
SEA MAR STAFF**

Contractor	Seattle Marathon
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Supervisor	Project/Job Number
Louise Long	Seattle Summer 1/2 Marathon

Phone Number (office)	Project Location
206.396.4200	Lakeside Ave S, w

Phone Number (fax)	Sheet Number	Date
	2	6.15.2

Prepared By Steve Vita	 NATIONAL BARRICADE CO. LLC ESTABLISHED IN 1951
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E-mail steve@barricade.com	O: 206.523.4045 F: 253.735.6329
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Jack Bighorse
Jack Bighorse

Jack Bighorse
SDOT Special Event Permitting Manager

PERMIT # _____

CAUTION
RUNNERS
ON
ROADWAY

Turnaround

28" Refl CONE LINE SEPARATING CARS and RUNNERS

- Turnaround

T-39
NO PARKING
EASEL

T-39

NO PARKING
AFTER []
TOW-AWAY AREA
PHONE 634-5444

**NO PARKING
EASEL**

Run Route

SPEED LIMIT	Sign Spacing $x=100'$ +	Traffic Cone Spacing 25'
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MUTCD GUIDELINES

NO PARKING
AFTER
TOW-AWAY AREA
PHONE 624-5444
NATIONAL BARRICADE CO.

18" CONE LINE SEPARATING
RUNNERS NO /SO in NB LANE

— — — — — RUN ROUTE

 TRAFFIC SAFETY CONE

 EXISTING TRAFFIC FLOW

 SIGN LOCATION

 **PROTECTIVE VEHICLE
OR WORK VEHICLE**

 **UNIFORMED POLICE
OFFICER**

 **VOLUNTEER OR
SEA MAR STAFF**

Contractor		Seattle Marathon	
Supervisor		Project/Job Number	
Louise Long		Seattle Summer 1/2 Marathon	
Phone Number (office)		Project Location	
206.396.4200		Lake Wash Blvd, WA	
Phone Number (fax)		Sheet Number	Date
		3	6.15.26
Prepared By Steve Vita		 NATIONAL BARRICADE CO. LLC ESTABLISHED IN 1951	
E-mail steve@barricade.com		O: 206.523.4045 F: 253.735.6329	



CHECKLIST FOR TRAFFIC CONTROL PLAN SUBMITTAL

Last Revised 12/5/17

Traffic Control Plans may be required as part of a Street Use Permit application.

This Client Assistant Memo (CAM) explains:

1. *What* is a Traffic Control Plan (TCP)?
2. *When* are TCPs required?
3. *How* to develop a TCP
 - I. Types of plans required
 - II. Base map requirements
 - III. How to show Traffic Control
4. Coordination requirements
5. *How* to Submit a TCP

1. WHAT IS A TRAFFIC CONTROL PLAN?

Activities in the right of way (ROW) can impede public mobility and access. Sometimes this requires placing temporary traffic control such as signs, cones, and delineators on the street, alley, or sidewalk to safely redirect the traveling public around a work zone.

A Traffic Control Plan (TCP) is a safety plan that illustrates how you will use temporary traffic control to safely route the traveling public—such as pedestrians, bicycles, motorized vehicles, and transit—around your work zone.

Access to Information

Client Assistance Memos are available online at: www.seattle.gov/transportation/document-library/client-assistance-memos. Paper copies of these documents are available at our Permit Services Counter located on the 23rd floor of the Seattle Municipal Tower at 700 5th Avenue in downtown Seattle; phone number (206) 684-5253.

2. WHEN ARE TCPs REQUIRED?

TCPs are required:

- ✓ When work is on or impacts mobility on an **arterial street**
- ✓ If work is on or impacts any street within the High Impact Area or a Construction Hub:
 - **The High Impact Area** - Mercer Street to the north, South Spokane Street to the south, Interstate 5 to the east, and Elliott Bay to the west (this area includes the Central Business District)
 - **City-designated Construction Hubs**, where activities from multiple projects may congest construction and impact mobility
- ✓ At the discretion of SDOT if the work poses a significant mobility impact

3. HOW TO DEVELOP A TCP

I. Types of plans required:

- ✓ **Work-hours plan:** Submit a TCP that shows all mobility impacts during construction hours.
- ✓ **Non-work hours plan:** Submit a TCP that shows all mobility impacts after work hours when limited or no work is happening in the ROW
- ✓ **Changing construction phases:** Submit a TCP at each construction phase change even if the traffic control is not modified

LEGAL DISCLAIMER: This Client Assistance Memo (CAM) should not be used as a substitute for codes and regulations. The applicant is responsible for compliance with all code and rule requirements, whether or not described in this CAM.

II. Base Map Requirements

The base map for your TCP must include a title block, existing channelization, and existing site conditions. See below for a list of all requirements.

A. Title Block Requirements

In low-center or lower right corner of plan, include:

- ☐ Project address
- ☐ Brief description of work

In upper-center of plan, include:

- ☐ Label as 'Work Hours' or 'Non-work Hours'
- ☐ Phase of work

In upper right corner of plan, include:

- ☐ Label as 'Traffic Control Plan'
- ☐ Street Use permit number (if known)
- ☐ Hours the TCP will be in place
- ☐ 24-hour contact person's name, company, phone number, and email address
- ☐ North arrow
- ☐ Scale bar if feasible (preferred scales: 1:20, 1:30, 1:40, 1:50, 1:60)

In left center of plan, include:

- ☐ Standard notes:
 1. Reserve curb space with Traffic Permits 684-5086 in Pay Station blocks
 2. Haul Routes to be submitted to Don Smith, City Truck Officer, don.smith@seattle.gov
 3. Metro trolley coaches cannot shift more than 9' from the center of their overhead lines. Contact Metro Trolley at 477-1150 or trolley.impacts@kingcounty.gov. For Metro non-trolley coach or other transit agency relocations contact 477-1140 or construction.coord@kingcounty.gov
 4. Sidewalks are either open or not open. A sidewalk is closed if a minimum 4' path cannot be maintained measured from property line, or 5 ½' if created from face of curb
 5. Standard Advance Warning Signs shall be used for plates or rough road during after-hours, including "Motorcyclist" sign
 6. If only one lane is open in a direction, that lane shall be a minimum of 11' wide, unless spotter/flaggers are used, in which case the lane can be a minimum of 10'
 7. Flaggers shall be used in accordance with WAC 468-95-302. UPO will be required if a traffic signal could be countermanded

B. Existing channelization

The TCP must show current channelization of the ROW impacted by the work. This information may be found using the [TCP Base Map web tool](http://web6.seattle.gov/sdot/trafficcontrolplanmap/) provided by SDOT at <http://web6.seattle.gov/sdot/trafficcontrolplanmap/>.

If the [TCP Base Map web tool](http://web6.seattle.gov/sdot/trafficcontrolplanmap/) does not reflect current conditions, a plan must be developed that includes:

- ☐ Channelization lines (including painted crosswalks)
- ☐ Lane widths
- ☐ Curb lines (face of curb)
- ☐ Sidewalks
- ☐ ROW limits
- ☐ Adjacent property addresses
- ☐ Street names
- ☐ Street centerline
- ☐ Other traffic controls currently in-place

C. Existing Site Conditions

Existing site conditions such as access points, transit facilities, curb space, and other ROW elements must be shown on the TCP. Existing site conditions may include:

- ☐ Business access points and driveways
- ☐ Bicycle facilities
 - [Protected Bicycle Lanes](#) (PBL) -- bicycle lanes physically separated from vehicles by barriers or other traffic-control devices
 - "Cycle Tracks"
 - Bicycle lanes delineated by painted striping on pavement
 - City-designated [bike ways](#) and [greenways](#)
 - Refer to the City of Seattle [Bike Master Plan](#) for additional information about existing and proposed bicycle infrastructure
- ☐ Transit zones including **bus stops, overhead trolley lines**, at-grade Street Car and Light rail tracks.
- ☐ Visibility restrictions such as trees, power or utility poles, and/or street furniture (such as benches or public art) that may affect pedestrian, bicycle, or vehicle traffic.
- ☐ Show parking lanes (also known as "curb space") in or adjacent to your work zone and also on nearby streets that your work will affect. Indicate parking designations, such as 3-minute passenger or load zones, pay-to-park parking stalls, parking meter locations, and residential parking zones (RPZs).

III. How to Show Traffic Control

You must show temporary traffic control on your TCP base map. The [City of Seattle Traffic Control Manual for In-Street Work \(TCM\)](#) provides guidance on which temporary traffic control devices should be used for Seattle's specific urban conditions. It also explains how the Federal Highway Administration's *Manual on Uniform Traffic Control Devices* (MUTCD) has been interpreted for use in Seattle. The most current edition is available for download as a pdf: www.seattle.gov/transportation/document-library/manuals/traffic-control-manual.

In addition to the requirements of the above mentioned manuals, the following elements are also required:

- ☐ Footprint of the work zone including:
 - Dimensions of the work zone
 - Location dimension from a fixed object or ROW line to the edge of each work zone limit
- ☐ Pedestrian detours or reroutes, refer to [CAM 2110: How to Plan, Document and Implement Pedestrian Mobility In and Around Work Zones](#)
- ☐ Bike lane and trail detours and/or closures; the public must be notified 72 hours in advance using on-site signage
- ☐ Revised traffic lane widths:
 - Each lane must be at least 11' wide when only one lane is available in one direction
- ☐ Potential access problems for bordering properties; label alternative access points and routes.
- ☐ Call out and label proposed temporary traffic control signs, as well as channelization device locations, types, and numbers. Identify any specially-worded signs or other necessary non-conventional devices. Either call out spacing or attach TCM spacing chart.
- ☐ Locations of flaggers or police officers

4. COORDINATION REQUIREMENTS

Coordination with other SDOT Divisions or agencies may be required during or after your permitting process.

Curb space impacts:

- **Carpool space impacts:** Nathaniel Frost at (206) 684-5312 or nathaniel.frost@seattle.gov
- **Short term parking and load zone impacts:**
Call: (206) 684-5086
In-Person:
Seattle Municipal Tower
700 Fifth Ave, Floor 37
Seattle, WA 98104
- **Long term parking impacts and pay station removal/relocation:** No-Park signs are not recommended for long term parking impacts, please contact Kelly Hall at (206) 684-5370 or kelly.hall@seattle.gov at least 10 business days prior to beginning work

Haul route approval: Please contact Don Smith at (206) 684-5125 or don.smith@seattle.gov at least 10 business days prior to beginning work, additional coordination with more advance notice may be required in High Impact Areas.

Transit impacts: The contractor shall notify King County Metro Transit in advance of any construction that may disrupt transit service per the following schedule.

- A. Five working day notice for any work requiring a temporary bus stop
 - B. Ten working day notice for relocation of a bus shelter or reroute of bus service
 - C. Fifteen working days advance notice to deactivate overhead trolley wires (known as an "outage") and activate electric-storage-battery trolley busses. Generally allowed only on weekends and subject to vehicle and staff support capacity restrictions.
 - D. No two consecutive transit stops may be closed
- If trolley wires are present, call (206) 477-1150 or email trolley.impacts@kingcounty.gov
 - If trolley wires are not present, call (206) 477-1140 or email construction.coord@kingcounty.gov

Traffic control requirements outside the City of Seattle:

- **King County Traffic Engineering Department:** 1-800-KC-ROADS (1-800-527-6237)
- **Washington State Department of Transportation (WSDOT):** Northwest Region Construction Traffic Office (206) 440-4471
- **City of Shoreline:** Traffic Engineer (206) 801-2431
- **City of Tukwila:** City Engineer (206) 431-2455

5. HOW TO SUBMIT A TCP

Traffic Control Plans are submitted to SDOT as part a Street Use permit application package. A TCP may be submitted by itself if an application was previously submitted.

- Email your TCP to SDOTPermits@seattle.gov. If submitting your TCP as part of a utility permit application, email SDOTUtilPermits@seattle.gov. (SIP and UMP applications must be submitted in person)
- Or submit in person at our Street Use Permit Services Counter. Location and hours of operations for the Street Use Permit Services Counter are below.

Street Use Permit Services Counter

700 5th Ave, Suite 2300
Seattle, WA 98104

Hours of Operation:

www.seattle.gov/transportation/permits-and-services/permits/permit-counters-client-assistance-memos

Please visit the Street Use website at the below link for application requirements for each type of permit.

www.seattle.gov/transportation/permits-and-services/permits

RESOURCES AND LINKS

The *City of Seattle Traffic Control Manual for In-Street Work*

www.seattle.gov/transportation/document-library/manuals/traffic-control-manual

City of Seattle Street Classification Map

<http://seattlecitygis.maps.arcgis.com/apps/webappviewer/index.html?id=a808f790a24e474d86ecde00dae81cee>

City-designated Construction Hubs

www.seattle.gov/transportation/projects-and-programs/programs/project-and-construction-coordination-office/construction-hub-coordination

SDOT TCP Base Map web tool

<http://web6.seattle.gov/sdot/trafficcontrolplanmap/>

City of Seattle Bike Master Plan

www.seattle.gov/transportation/document-library/modal-plans/bicycle-master-plan

City of Seattle Protected Bike Lanes

www.seattle.gov/transportation/projects-and-programs/programs/bike-program/protected-bike-lanes

CAM 2110 How to Plan, Document and Implement Pedestrian Mobility In and Around Work Zones

www.seattle.gov/Documents/Departments/SDOT/CAMs/cam2110.pdf

Establishing Temporary No Parking Zones

www.seattle.gov/transportation/permits-and-services/permits/parking-permits/temporary-no-parking-permits

CAM 2114 – Temporary No Parking Signs and Easels

www.seattle.gov/Documents/Departments/SDOT/CAMs/CAM2114.pdf

Street Improvement Permit (SIP) Application

www.seattle.gov/transportation/permits-and-services/permits/street-improvement-permits



TEMPORARY NO PARKING SIGNS AND EASELS

Last Revised 12/5/17

Temporary No Parking Zones are established to restrict on-street parking and provide curb space for purposes such as construction activity (that may require a Street Use permit), moving vans, or to clear a street for special events like a parade. The restricted area is not intended to be used for parking of personal vehicles and is regulated by the Seattle Department of Transportation. Any valid on-street parking space, whether paid or unpaid, may be considered for use as a Temporary No Parking Zone.

In areas without parking pay stations or parking meters, establishing a Temporary No Parking Zone requires placement of type T-39 or T-38 easels, and completion of a confirming online validation form. Information about Temporary No Parking Zones, with a link to the online application and a photo example of how to place a confirming public notice on an easel can be found here: www.seattle.gov/transportation/permits-and-services/permits/parking-permits/temporary-no-parking-permits. The Seattle Traffic Control Manual for In-Street Work describes how to place the signs in the right of way and can be found here: www.seattle.gov/transportation/document-library/manuals/traffic-control-manual.

Temporary no parking signs and easels will not be considered valid if they do not clearly indicate a contact name and telephone number, if they do not clearly indicate start and stop dates and times, and if there is not a copy of the confirming public notice placed on at least two signs per block.

The contact name and number is the responsible party for the sign placement. This name and number are in addition to the existing phone number on T-38's and T-39's for towing purposes (206-684-5444).

The Online No Park Verification Form replaces the prior hard-copy form that had to be printed out and faxed to the Seattle Police Department's Parking Enforcement Unit. The Online No Park Verification Form shall be submitted after setting the Temporary No Parking signs, at least 24 hours and preferably 72 hours prior to the beginning of the desired restriction and enforcement. This gives those who may have previously been legally parked in the zone ample opportunity to move their vehicles prior to the start date for the zone. A copy of the confirming public notice shall be affixed to at least two signs per block, in such fashion as to not obscure the sign face and with protection from weather. One associated permit number should be indicated on the form.

Any parking restrictions desired in pay to park areas (meters or pay station controlled) require contact with SDOT's Traffic Permits Counter at 684-5086. Generally, the SDOT Parking Shop will restrict the parking in these areas, rather than the permittee. No Parking signs may be used if the restrictions occur outside the paid parking hours; however, the spaces must still be reserved through the Traffic Permits Counter, and the temporary no parking zone online verification procedure must still be followed.

Signs placed in a manner that do not conform to these guidelines will not be enforced by the Seattle Police Department's Parking Enforcement Unit and may be removed by the City of Seattle.

LEGAL DISCLAIMER: This Client Assistance Memo (CAM) should not be used as a substitute for codes and regulations. The applicant is responsible for compliance with all code and rule requirements, whether or not described in this CAM.

SIGN EXAMPLES



T-38



T-39

Access to Information

Client Assistance Memos are available online at: www.seattle.gov/transportation/document-library/client-assistance-memos. Paper copies of these documents are available at our Permit Services Counter located on the 23rd floor of the Seattle Municipal Tower at 700 5th Avenue in downtown Seattle; phone number (206) 684-5253.