



Department of Environmental Services  
1333 NW Eastman Parkway  
Gresham, OR 97030

## General Right-of-Way Permit

Application and permit to occupy or perform operations in a public right-of-way, including public easements. Not including stand-alone requests for sidewalk/driveway work, utility pole appurtenances and encroachments, which are processed under separate permit applications.

### APPLICANT INFORMATION

NAME:	DATE:
ADDRESS:	PHONE:
	FAX:
	E-MAIL:
NAME OF CONTRACTOR:	CONTRACTOR CONTACT PERSON:
BUSINESS LICENSE #:	CCB #:

### CONSTRUCTION TO INCLUDE (check all that are applicable):

<input type="checkbox"/> Water line	<input type="checkbox"/> Sewer or Storm lateral	<input type="checkbox"/> Conduit	<input type="checkbox"/> Gravity Sewer or Storm Main	<input type="checkbox"/> Also includes Sidewalk or Driveway
-------------------------------------	---	----------------------------------	--	---

### CONSTRUCTION ALONG OR ACROSS

Site or Nearest Address	Between/At/Near	Side of Street	Distance From		Buried Cable/Pipe	
			Center Line	Right-of-Way Line	Depth	Size/Kind

### DETAILED INFORMATION AND SPECIAL COMMENTS

See Attachment

**THIS PERMIT IS SUBJECT TO GENERAL TERMS AND CONDITIONS (see reverse side).** By acceptance of this permit the applicant acknowledges receipt of the General Terms and Conditions, has had an opportunity to review them, agrees that they are part of this permit, and agrees to be bound by them. If the General Terms and Conditions are not on the reverse or attached to this permit, call 503-618-2299 to receive a copy. A copy of this permit must be at the work site at all times during construction. Call 503-618-2299 twenty-four (24) hours prior to commencing work.

*Do not write below this line – for City use ONLY*

RETURN PRINTED APPLICATION TO:	INSPECTOR:		
PERSON PERFORMING WORK: <input type="checkbox"/> Owner <input type="checkbox"/> Contractor	TRAFFIC CONTROL PLAN: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Application/Permit No.:	Issue Date:	Fee:	Receipt No.:
Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No   If no, reason:			
<input type="checkbox"/> Attachments Included	<input type="checkbox"/> No Insurance Required	<input type="checkbox"/> No Bond Required	

## GENERAL RIGHT OF WAY PERMIT GENERAL TERMS AND CONDITIONS

1. Unless this permit is issued in association with a land use permit, the permit is valid for 90 days from the date of issuance or as specified in an attachment. If the permit is issued in association with a land use permit, it is valid for the term of that land use permit.
2. CALL 503-618-2299 FOR INSPECTIONS.
3. IMPORTANT NOTE: EXCAVATORS MUST POTHOLE TO LOCATE UNDERGROUND UTILITY FACILITIES. In addition, Oregon law requires you to follow rules adopted by the Oregon Utility Notification Center if the work involves excavation. Those rules are set forth in Oregon Administrative Rule (OAR) 952-001-0010 through OAR 952-001-0090. You may obtain copies of the rules by calling the center. (Note: The telephone number for the Oregon Utility Notification Center is 503-232-1987.)
4. Standard work hours are Monday through Friday, 8:00 a.m. through 4:00 p.m.; all lanes must be open to traffic outside standard work hours
5. This permit is subject to Gresham Revised Code (GRC), particularly Chapter 6.35, and the City's Public Works Standards (including ADA requirements).
6. I hereby give the City unconditional and absolute permission to enter the property described herein at any time to conduct inspections of any and all work being done. I understand that if inspectors are refused access, the City may immediately revoke this permit without any further notice and without any hearing prior to revocation. I also understand that any refusal to allow entry or access under this permit constitutes a violation of the GRC.
7. The applicant (Permittee) is advised that other persons, companies, districts, and utilities occupy the public right-of-way. The Permittee shall immediately notify the facility owner if facilities are encountered. Relocation of existing facilities will be at Permittee's expense.
8. The Permittee shall be responsible and liable for all accidents, environmental clean-up, damages or injuries to any person or property resulting from the construction, maintenance, repair, operation or use of a facility for which the Permittee may be legally liable. The Permittee shall indemnify and hold harmless City of Gresham, its City Councilors and all officers, employees or agents against any and all damages, claims, demands, actions, causes of action, costs and expenses of whatsoever nature which they or any of them may sustain by reasons of the acts, conduct or operation of the Permittee, their agents or employees in connection with the construction, maintenance, repair, operation or use of said facility.
9. The Permittee shall provide insurance and bonds as required by GRC 6.35.050.
10. The spreading of mud or debris upon any street is strictly prohibited and violation shall be cause for immediate cancellation of the permit. Clean up shall be at the Permittee's expense. The street shall be cleaned of all dirt and debris at the end of each workday, or more frequently if determined by the City.
11. Asphalt pavement replacement shall be per Gresham Public Works Standard Details 604 - 613.
12. Sidewalk constructions shall be per Gresham Public Works Standard Detail 623.
13. Driveway approaches shall be constructed per Gresham Public Works Standard Detail 618.
14. Sidewalk ramps shall be constructed per Gresham Public Works Standard Detail 624.
15. Upon completion of the work, the work site must be restored equivalent to original conditions or better.
16. If an archaeological site or object is found during construction, construction shall be immediately suspended, and the City of Gresham notified.
17. An as-built plan is required if underground facilities were installed (e.g. sewer laterals). As-built plans should include depths, pipe diameters and materials and clearly convey the location of the installed facility.