

Public Right-of-Way Use Permit

520 E. Cascade Avenue | PO Box 39 - Sisters, Or 97759 | ph. (541) 549-6022 | www.ci.sisters.or.us



For Office Use Only

Date

Approved By:

Permit Number

Please Read: This permit is issued for the temporary private use of public rights-of-way and easements, *including but not limited to construction work, parklets, sidewalk and/or street closure, temporary encroachment such as vehicle & storage container parking, or any other type of temporary use of City rights-of-ways.* The applicant must submit this application along with a site plan detailing the type of use proposed in the right-of-way or public easement. For more information call the Public Works Department at (541) 323-5220.

Applicant Information

Name

Office/Cell Phone Number

Mailing Address

Email Address

Applicant shall defend, indemnify and save City, its officers, agents, and employees harmless from any and all claims, actions, costs, judgments, damages or other expenses resulting from injury to any person (including injury resulting in death) or damage to property (including loss or destruction), of whatsoever nature arising out of or incident to the negligent activities covered under the terms of this Permit.

Applicant Name

Applicant Signature

Date

Site Information

Site Address

Tax Lot Number

Start Date

Project Duration / End Date

☐

Is Required Site Plan Attached?

☐

Check box indicating adjacent properties will be notified upon approval of permit

Contractor Information

Contractor

CCB License #

Address

City / State

Bonding Company

Liability Insurance

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Permit or Temporary Activity Type

☐ Encroachment _____ \$50.00

☐ Parklet Program _____ \$300.00

☐ Boring / Trenching

Per lineal foot in asphalt _____ \$10.00

Per lineal foot outside of asphalt _____ \$3.00

☐ Sewer / Water Hot Tap

4" Sewer Hot tap, each _____ \$550.00

¾-2" Water Hot Tap, each _____ \$500.00

☐ Sidewalk and/or Curb Construction _____ \$100.00

☐ Temporary Road / Sidewalk Closure _____ \$60.00

☐ Utility and/or Street Construction

Plan Review:

First 2 Sheets _____ \$440.00

Each additional sheet _____ \$90.00

Street Subtotal: \$ _____

Sewer Subtotal: \$ _____

Water Subtotal: \$ _____

Total Due at Permit Submittal: \$ _____

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Provide specific information explaining the details associated with the temporary Right-of-Way use request:

Terms of Permit

This permit is granted upon the following terms and conditions:

1. Under Sisters Development Code 2.15.1900 relating to Temporary Uses, the City can require an issued permit, associated application and information, and fee for those temporary uses listed under "Permit or Temporary Activity Type."
2. Permittee shall not use this permit nor the property which is the subject of this permit for any other use than described in the above explanation.
3. The permit may be revoked by the City of Sisters with a minimum ten-day notice.
4. Please provide verification of liability insurance, or its equivalent, with a certificate of insurance coverage available from your insurance agent. If the certificate of insurance is not provided within ten days, this permit will be revoked.
5. 48 inches of clear passage width must be maintained on City sidewalks to meet Americans with Disability Act (ADA) requirements. Other disability access requirements for public and private entities can be found at the following link: [About the Rulemaking on Public Rights-of-Way](#) (See Proposed Guidelines 2011).
6. Upon request of the City, Permittee shall remove whatever improvements or use of the property which is the subject of this permit and shall restore the property to either the original condition before the permit was issued or provide whatever other removal or restoration as directed by the City.
7. Nothing contained in this permit nor in Permittee's use of the property which is the subject of the permit shall in any way give Permittee any rights or privileges superior to the City of Sisters.
8. This revocable permit shall be binding upon the heirs, successors, personal representatives and assigns of the owner of the parcel or land described above, and shall constitute a covenant running with the land.
9. Permittee shall comply with all the rules, regulations or directions issued by the City during the period of this permit.

Signature

Date

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- ☐ CDD Approved Initial _____
- ☐ PW Approved Initial _____
- ☐ Fee Paid Initial _____ Date _____
- ☐ PW Approved with Conditions/Comments:

☐ Disapproved

City Manager/Public Works Director

Date