



City of Gladstone RIGHT-OF-WAY LICENSE APPLICATION

Pursuant to Chapter 12.24 of the Gladstone Municipal Code, all persons engaging in any utility activity within the City of Gladstone’s rights-of-way must first apply for a right-of-way license with the City and submit all required fees. Upon request, an orientation meeting or conference call may be scheduled to provide you the opportunity to confer with the City.

Please submit the following required information and the \$150.00 application fee to:
City of Gladstone, Attn: Right of Way Licensing 18595 Portland Avenue, Gladstone Oregon 97027

Name of Applicant/Business	
Tax ID of Applicant/Business	
Date Service Began within City of Gladstone limits, (if applicable)	
Applicant/Business Physical Address	
Payment Processing Company (if applicable)	Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone #: _____ Email: _____
Authorized Contact Information:	Name: _____ Title: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone #: _____ Email: _____

Applicant/Business must provide insurance as required according to Gladstone Municipal Code 12.24.150

1. **REQUIRED:** Description of the activity(s) the applicant proposes to be engaged in, including the street location(s) and type(s) of the facility(s) to be utilized by the applicant.

Check all that apply:

- Cable
- Fiber
- Electric
- Communications – 5G Cells **YES / NO**
- Natural Gas
- Storm
- Sanitary Sewer
- Water

Other _____

2. **REQUIRED:** Provide a detailed map with addresses of the City’s rights-of-way which applicant intends to use, also listing the exact linear feet or dimensions of the proposed facility(s) which will occupy the right-of-way. If applicant is using a third parties’ facility, indicate the owner(s) (including disclosure of federal tax ID number) of the facilities to be used.

- Aerial
- Underground
- Both

3. Does applicant have existing agreements, licenses or Right of Use with other jurisdictions in Oregon? If so, which ones?

4. Has the applicant or any affiliate been found in violation by a regulatory authority? If so, identify the judicial or administrative proceeding, giving the date, name of tribunal, and result or disposition of that proceeding.

I hereby certify, on behalf of Licensee, that to the best of knowledge and belief this information is true and correct as of the date hereof, and that Licensee agrees to abide by the obligations set forth in Chapter 12.24 of the Code of the City of Gladstone.

By executing this application, the undersigned affirms that he/she is an authorized representative of the company (“Licensee”) with the authority to execute the License Application.

Signature

Title

Date

After reviewing your application, and within 30 days of receipt: the City may grant the license, deny the application, find the application incomplete and/or require additional information.

The ROW Licensing fee is \$150.00 for a 5 year ROW License.

For additional information, please contact Public Works at (503) 656-7957 or email PWOffice@ci.gladstone.or.us