

# Right-of-Way Use Permit

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Applicant Name Property Owner

Applicant Phone Property Owner Phone

Applicant Email Property Owner Email

Contractor Property Address

Contractor Information

Contractor Phone

Contractor Email

Legal Description

\*Developer

\*Developer Information

\*Developer Phone

\*Developer Email

\* If Applicable

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Request Date

- Incomplete applications will not be accepted
- Please allow two weeks from Request Date for application processing

**Items Required at Time of Application Submittal**

Site plan with measurements of 8 ½" x 11" or 11" x 17" color map of temporary encroachment (map must include dimensions of ROW used and remainder of sidewalk left for pedestrians)

Written statement of purpose for Right of Way use

Specific schedule of all activities taking place in the Right of Way (include dates contained in the Right of Way Use agreement)

Traffic control plans (if needed)

Insurance of liability holding the City of Fargo harmless

Deposit (determined based on duration of use and lineal footage of ROW used - contact Matt Jennings)

Photos of existing conditions for ROW areas to be used

[Click to View Sample Agreement](#)

**Please Contact Matt Jennings at 701-241-1545 or [mjennings@fargond.gov](mailto:mjennings@fargond.gov)**

Approved By:

Approval Date: