



# Building & Zoning Department

## Right of Way Encroachment Application

Application is hereby made by \_\_\_\_\_ (OWNER) for permission to make a facility installation on the right-of-way of \_\_\_\_\_ Road (s) in City of Springfield at the following described location: \_\_\_\_\_

Check all that apply:

- |                                     |   |   |
|-------------------------------------|---|---|
| <input type="checkbox"/> Water Main | <input type="checkbox"/> Gravity Sewer Main | <input type="checkbox"/> Sewer Force Main |
| <input type="checkbox"/> CAT        | <input type="checkbox"/> Gas                | <input type="checkbox"/> Electric         |
| <input type="checkbox"/> Fiber      | <input type="checkbox"/> Telephone          | <input type="checkbox"/> Other            |

Boring or Trenching (Circle One)

Work will commence on \_\_\_\_\_ and require \_\_\_\_\_ days.

Application date: \_\_\_\_\_

Construction Details: *(Attach construction plans and specifications for all work and materials that are proposed to be places with the City Right-of-Way) 72-hour notice required before work commences.*

I acknowledge and accept conditions as outlined by the Community Development Director.

By: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Title: \_\_\_\_\_ Email: \_\_\_\_\_  
 Address: \_\_\_\_\_

PERMIT GRANTED to make the described installation in accordance with the SPECIAL CONDITIONS as noted below.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

All encroachments within the City Right-of-Way shall be removed at the expense of the owner, should the City determine that is desirable for the maintenance of the road or drainage system or the widening of the road.

**Special Conditions: (See attached pages as appropriate): \_\_\_\_\_**

**This Permit will expire if the work specified above is not completed in the time specified.**

\_\_\_\_\_  
Community Development Director