City of West Linn

RIGHT-OF-WAY UTILITY LICENSE APPLICATION

Pursuant to Chapter 10 of the West Linn Municipal Code, every person or business that owns, controls, or uses utility facilities in the right-of-way in the City must first obtain a right-of-way license. Submit the following information and applicable fee to: *City of West Linn, Attn: ROW Licenses, 22500 Salamo Road, West Linn, Oregon 97068.*

Application fee: $175.00  
Small Cell Application: $500.00 for up to 5 sites and $100 per site over 5 sites

1. Name and address of person or business to own, control, or use utility facilities in the rights-of-way (“licensee”), including any DBAs:

Click or tap here to enter text.

1. Tax ID of licensee:

Click or tap here to enter text.

1. City of West Linn business license number or application date:

Click or tap here to enter text.

1. Authorized contact information (name, title, address, phone, and email):

Click or tap here to enter text.

1. Check all services licensee intends to provide:

Electrical energy  Gas

Water  Communications

Sewer  Other (Describe below)

Stormwater

1. Description of specific services to be provided using facilities in the rights-of-way, including services to be provided by third parties using the facilities:

Click or tap here to enter text.

1. Description of facilities licensee proposes to install in the rights-of-way, including the general location, approximate linear feet, and whether facilities will be aerial or underground:

Click or tap here to enter text.

1. Attach the following documentation:

Valid certificate from the Oregon Public Utility Commission, if applicable.

Certificate of insurance as required in WLMC Chapter 3.255(4).

Chart or description showing licensee’s relationship to all general partners, parent corporation, subsidiaries, affiliates and all other subsidiaries of the parent corporations, include a brief description of each entity’s relationship.

List, including name, address, email, and phone number, of any third parties and/or affiliates that will have authority to use licensee’s utility facilities in the City.

Detailed map of the rights-of-way in the City that licensee intends to use, including the linear feet or dimensions of the proposed facility(s). If applicant is using third party facilities, indicate the owner(s) of the facilities to be used.

If licensee or any affiliate has been found in violation of any applicable law or regulation relating to licensees’ utility services or the construction, installation, maintenance or repair of any utility facilities within the last five years, a description of the violation(s), identifying the judicial or administrative proceeding, the date, and result or disposition of the proceeding.

I hereby certify, on behalf of licensee, that to the best of my knowledge and belief the information in this application is true and correct as of the date hereof, and if granted the licensee agrees to abide by all provisions of the West Linn Municipal Code, including but not limited to WLMC Chapter 10.

By executing this application, the undersigned affirms that she/he is an authorized representative of the licensee with the authority to execute this rights-of-way license application and bind licensee to all provisions of this license and the West Linn Municipal Code.

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| Signature |  | Date |  |

Printed Name Title

**License Granted:**

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| --- | --- | --- | --- | --- |
|  |  |  |  |  |

City of West Linn Title Date:

**License Expires:** The earlier of (a) one year from date granted or (b) thirty days after the effective date of the City’s adoption of an amended Chapter 10.