

**CHECKLIST for ABOVEGROUND UTILITY STRUCTURES
in the CITY RIGHT OF WAY**

- I've read the *Requirements for Right of Way Permit Applications for Aboveground Structures* and agree to meet all of the requirements, including those not listed on this checklist.
- Structure uses street address of the closest abutting property.

If not, should be: _____

Plans include the following:

- Drawn at 1:20 scale or larger
- Location and dimensions of proposed structures
 - o Size of structure does not exceed 51 inches in height, 58 inches in width, and 26 inches in depth
 - o Cabinet dimensions (including power pedestal, if applicable)

----- inches high x -----inches wide by -----inches deep

----- total cubic feet
- All existing structures and features within a 300 foot radius, including (but not limited to) major cross streets, buildings, trees, fire hydrants, driveways, utility poles and cabinets, sidewalks, curbs, driveways, etc; this may be shown on an aerial photo instead, at a scale where these features are identifiable;
- Lot lines, and right of way and easement boundaries, within 300 feet;
- Existing and proposed landscaping. Landscaping is sufficient to conceal the structure, as space allows in the area. If landscaping is not provided, adequate justification is provided in writing.
- Two digital photos (color) with different street level views and superimposed structure(s) that adequately illustrate the buildings and features near the proposed location.

Additional requirements if a proposed structure abuts a residential property or exceeds 25 cubic feet in volume:

- List of notified property owners and occupants within 300 feet and responses received is included. Fewer than 40% disagree with location, and abutting property owner (indicated on list) does not disagree.

For Staff use only

Reviewed by:

ROW Permit #:

Date:

Drawings dated: