



**For Office Use Only**

\_\_\_\_\_  
Technician Signature/Date

\_\_\_\_\_  
Request No.

\_\_\_\_\_  
(DATE)

Chattanooga Division of Transportation  
Development Resource Center  
1250 Market Street, Suite 3030  
Chattanooga, TN 37402  
(423) 643-5950

**Temporary Use of the Right-of-Way - General**

This is a request for temporary usage of (describe location, to include address) \_\_\_\_\_  
\_\_\_\_\_

The reason for the request is as follows: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In making this request: Temporary User agrees as follows:

1. Temporary User shall defend, indemnify, and hold harmless the City of Chattanooga, Tennessee its officers, agents, and employees from any and all claims for damages for injuries to persons or property related to or arising out of the aforementioned temporary use.
2. Temporary User shall comply with any and all conditions recommended by the City Transportation Engineer and/or City Transportation Division during the review of this application. The failure to comply with any condition approved by the Transportation Division may be grounds for revocation of this temporary use at any time after its approval
3. Temporary User shall vacate the property and temporary use upon thirty (30) days notice from the City to do so. Upon vacating the property, whether voluntarily or at the request of the City, the Temporary User shall restore the property to substantially the same condition that existed prior to granting the temporary use, including complying with any environmental regulations.
4. The Temporary User shall provide adequate access for maintenance of any utilities located within the easement, is responsible for verifying all utility locations within the subject area prior to initiating the agreed usage, as well as the protection of said utilities for the duration of this permit.
5. Temporary User shall obtain any and all other permits, variances, or approvals from the City of Chattanooga Development Review & Permitting Division or other departments necessary to accommodate the temporary use.
6. Temporary User shall maintain the property in the condition equal to or better than the condition at the time the temporary use is granted.
7. Temporary User acknowledges that future conflicting interest in the right-of-way may be cause for revocation of the temporary use permit.
8. This Permit is not transferable and becomes invalid if the permit holder is no longer in ownership or occupancy of the associated property listed on the Permit.

**This application must include:**

- **Property owner's signature, if different than applicant**
- **Non-refundable processing fee of \$110.00 payable to: City of Chattanooga**
- **Map and/or site plan of the reference location**
- **All relevant design drawings**



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**APPLICANT'S ADDRESS**

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**PROPERTY OWNER'S ADDRESS**

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_  
**Applicant Name (Print)**

\_\_\_\_\_  
**Applicant Name (Sign)**

\_\_\_\_\_  
Date

\_\_\_\_\_  
**Property Owner Name (Print)**

\_\_\_\_\_  
**Property Owner Name (Sign)**

\_\_\_\_\_  
Date



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**Acting Agent Letter – Temporary Usage of Right of Way**

I am formally requesting the City of Chattanooga accept the attached Temporary Usage Right of Way application, submitted by my Agent \_\_\_\_\_, on my behalf.

**PROPERTY OWNER / APPLICANT:**

Applicant Printed Name: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**AGENT:**

Agent Printed Name: \_\_\_\_\_

Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_