



**MEETING TYPE  
STAFF REPORT**

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|---------------------|----------------|------------------------------------|------------|
| <b>Agenda Date:</b> | April 22, 2024 | <b>Eric Buckman, City Manager:</b> |            |
| <b>Department:</b>  | Public Works   | <b>Department Head Name:</b>       | Barry Lund |
| <b>Presenter:</b>   | Barry Lund     | <b>Kim Berry, City Clerk:</b>      |            |

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**This form and any background material must be approved by the City Manager, then delivered to the City Clerk by 4:00 PM the Tuesday prior to the Commission Meeting.**

**AGENDA ITEM TITLE:**

Right Of Way Permitting

**BACKGROUND:**

According to the Code of Ordinances for the City of Gladstone Sec. 46-181 states. Unless acting under a contract with the city and excluding city owned utilities, it shall be unlawful for any person to make any opening or excavations or occupy any street, alley or public right-of-way, or any portion thereof, in the city for any purpose until a permit therefor shall have been obtained from the city manager or his authorized agent pursuant to this division.

The city has not had a permitting system in places for quite some time. Public Works would like to restart the permitting process for working in the city R-O-W. Not only will this control who is working in the city R-O-W, but more importantly hold those individuals to a set standard. We have had sub-standard work performed in the past where Public Works had to flow up and repair. This would put accountability on the individuals doing the work.

**FISCAL EFFECT:**

**SUPPORTING DOCUMENTATION:**

Attached

**RECOMMENDATION:**

Approve permitting Process.