



**TOWN OF GILFORD**

BOARD OF SELECTMEN  
47 Cherry Valley Road  
Gilford, NH 03249

J. Kevin Hayes, Chair 603.527.6509  
John T. O'Brien, Vice-Chair 603.527.6507  
Gus Benavides, Clerk 603.527.6508  
FAX 603.527.4711  
[selectmen@gilfordnh.org](mailto:selectmen@gilfordnh.org)

**RIGHT-OF-WAY PERMIT APPLICATION**  
(per RSA 41:11)

Project Location:

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

Map/Lot: \_\_\_\_\_

Property Owner:

Name: \_\_\_\_\_

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

Phone/Email: \_\_\_\_\_

Type of Activity:

Landscaping     Drainage     Tree Removal     Light Pole/s     Flag Pole     Banner

Trench Cut/Excavation     Pavement/Impervious Surfacing \_\_\_\_\_

Waiver of Minimum Road Standards \_\_\_\_\_

Other \_\_\_\_\_

Contractor Information:

Company/Contact Name: \_\_\_\_\_

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

Phone/Email: \_\_\_\_\_

Insurance Company: \_\_\_\_\_

Insurance Certificate:         Attached     N/A

**SPECIAL CONDITIONS:**

(Check all that are applicable and attach additional information as may be necessary)

- Parking of construction vehicles within the right-of-way
- Installation/Replacement of drainage device(s)
- Change in project area slope/grade
- Permanent/Temporary structures within right-of-way
- Additional state/federal permits required
- Road closure requested
- Permanent/Temporary lighting within the right-of-way
- Permanent/Temporary barriers within right-of-way
- Siltation/Erosion control measures
- Ledge removal and/or blasting (note compliance measures per RSA 158)
- Excavation/Replacement of pavement
- Other \_\_\_\_\_

**STANDARD CONDITIONS:**

- This permit may be revoked at anytime upon notice to the Permittee or subsequent benefactors in the event that the Town's future use, maintenance, expansion or rehabilitation of the right-of-way becomes necessary, as determined solely by the Town; in which case the Town shall make a reasonable effort to allow the Permittee (or his/her assigns) to remove the improvements within the right-of-way at his/her own expense.
- In the event that a Permittee fails to remove any object from the Town right-of-way or restore a Town right-of-way to its original condition within a reasonable amount of time upon order of the Director of Public Works (or his/her designee), the Town shall undertake the removal/restoration with due diligence and the Permittee (or his/her successors) shall be responsible for all costs related thereto; and furthermore provided that the Town shall not be responsible for any damages or claims related thereto
- The Permittee, for himself/herself, his/her heirs, assigns, and agents, does hereby agree to hold the Town of Gilford harmless for any claims and/or damages that may arise out of the use of this permit; and furthermore, shall indemnify and defend the Town and its agents for any such claims and/or damages.
- The Permittee is responsible to provide notice to the Gilford Department of Public Works (phone: 603-527-4778) at least twenty-four (24) hours in advance of any and all work being performed in the Town right-of-way under this permit in the event of any road closure or travel lane restrictions.
- The Permittee is responsible to provide notice to the Gilford Police Department (phone: 603-527-4737) and the Gilford Fire-Rescue Department (phone: 603-527-4758) at least twenty-four (24) hours in advance of any road closure or travel lane restrictions.

- The Town of Gilford reserves the right to require the Permittee to provide a security bond, the presence of a police officer or certified flagger, and impose such other conditions as may be deemed essential to the protection of municipal property and safety of the public.
- Except as otherwise noted herein, the Permittee is responsible for the return of all Town property to its original condition, prior to the start of the project, as determined by the Town. If work is to be done that disturbs Town property in any way, (other than travel over the right-of-way), this application must include photographs of existing site conditions.
- All independent contractors must attach an insurance certificate that specifically identifies the Town of Gilford as an additional insured for the duration of the project.

IN WITNESS WHEREOF, the Permittee hereby acknowledges, understands and accepts the conditions of this Permit as set forth herein. ATTEST:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Witness

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\*\*\*\*\* FOR TOWN USE ONLY \*\*\*\*\*

[ ] PERMIT IS DENIED FOR THE FOLLOWING REASONS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

[ ] PERMIT IS APPROVED UNDER THE FOLLOWING CONDITIONS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Signed: \_\_\_\_\_

Name/Title: \_\_\_\_\_

Date: \_\_\_\_\_

- Copies to:
- Public Works Department
  - Road Files
  - Planning & Land Use Department
  - Police Department
  - Fire-Rescue Department
  - Assessing Office