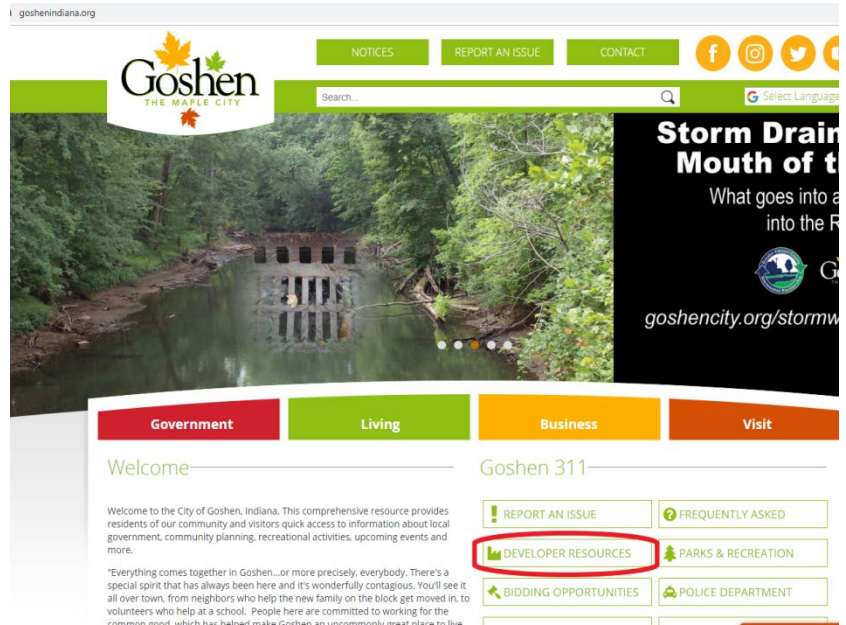


# Right-of-Way Permit

You will need to create an account before you can apply for a right-of-way permit online. Once you are ready to apply for a driveway/sidewalk/curb right-of-way permit, here are some instructions to help you along the way.

## Step 1

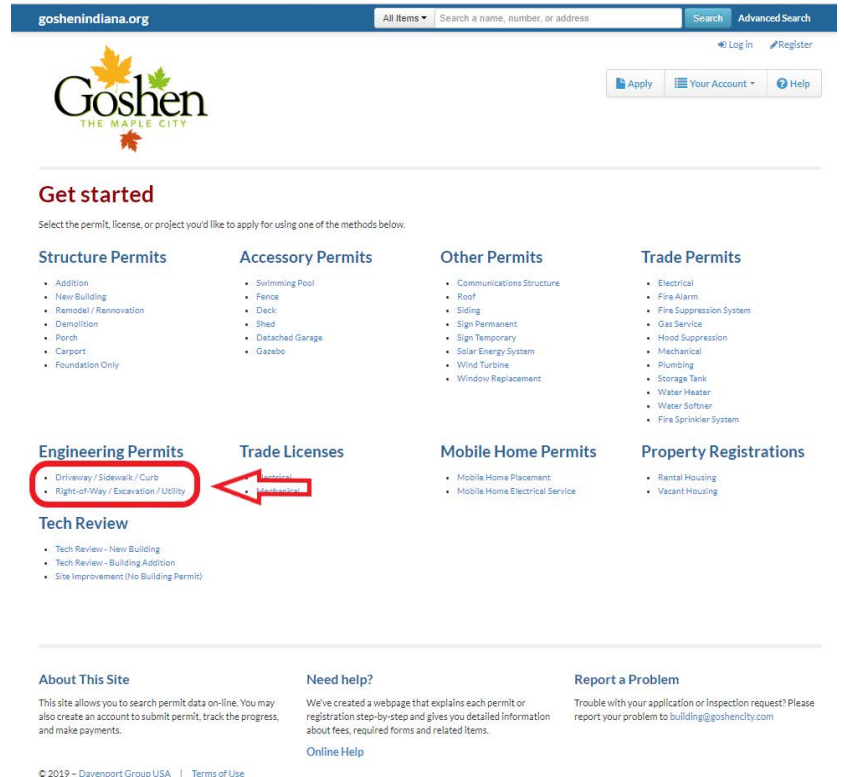
You can go to the portal directly at [www.cityportal.goshencity.com](http://www.cityportal.goshencity.com) or the link can be found under the Developer Resources page.



## Step 2

On the homepage under Engineering Permits, select the type of right-of-way permit application you need.

\*These instructions will follow through a Driveway/Sidewalk/Curb permit.



### Step 3

A text box will pop up with some important information you need to know before continuing with the right-of-way permit application.

#### Before You Begin

As part of this application, a Site Plan submittal is required to verify compliance with the adopted related codes and regulations. Upon determination that this application submittal is complete, and after the Plan Review is complete and approved, a Permit Fee payment will be required for Permit Issuance. Permit Issuance provides permission to begin construction. Upon completion of the work and passing of the final inspections, a Certificate of Completion can be issued.

**Note:** Please refer to [this drawing](#) for City of Goshen driveway standards and specifications. All sidewalks must be ADA compliant.

**Important:** Schedule an Inspection, online or by calling 574-534-2201, when driveway or sidewalk is formed, before pouring.

[Continue](#)

### Step 4

Enter the location by address or parcel number of where the project will be. Select the land use and enter a description of all work that will take place.

\* - Required

#### Location

Choose the location of the desired permit. If your [account](#) is not associated with a currently valid contractor, you may only be able to apply for the permit at the [address](#) associated with your account. If no location or search mechanism is shown below, then you currently do not qualify to apply for this permit type.

[Change Location](#) \* 204 E Jefferson St

#### Land Use

Choose the proposed use associated with the permit. If the use is not changing as a result of the work proposed in the permit application, please specify the current, or existing use.

Commercial \*

#### Description

Type a description for this permit here.

testing

### Step 5

Answer some general questions about the type of work that you will be doing. Select continue when finished.

#### A. General - A01 Type of Work

Driveway Approach \*  
 Yes  No

Sidewalk \*  
 Yes  No

#### D. Type Specific - D07 Driveway

Is Curb being Cut \*  
 Yes  No

#### Save and Continue

[Continue](#)

