



CITY OF LEBANON
PROCEDURE FOR ISSUANCE OF
POLE & CONDUIT LICENSES

Petitioner must submit a completed “Petition for License” (original plus 2 signed copies) to the City of Lebanon Department of Public Works, 193 Dartmouth College Highway, Lebanon, NH 03766 – Attn: Christina Hall, City Engineer (christina.hall@lebcity.com) with the following attachments:

- I. Copy of the Legal Notice placed in a newspaper of general circulation. (NOTE: Date of publication must be at least 10 days prior to submission of Petition).
- II. Location Plan, Land Survey, or Plan approved by the City of Lebanon Planning Board showing proposed location of utility pole(s) or underground conduit.
- III. Check in the amount of \$10.00 (per license) made payable to the City of Lebanon.

Upon approval from the City Engineer, the complete “Petition for License” will be forwarded to the City Manager for approval and issuance of a “Pole License”

Upon execution of the “Pole License” by the City Manager, the Petition and the License will be forwarded to the City Clerk and entered into the records of the City of Lebanon.