



Commonwealth of the Northern Mariana Islands
Office of the Secretary of Public Works
2nd floor - Oleai Joeten Commercial Center
Saipan, MP 96950



June 09, 2025
Serial No. PW25-0490

Press Release
CNMI Media Outlets
Saipan, MP 96950

Subject: Implication of Fees for Temporary Occupancy of Public Rights-of-Way Permits known as T.O.P.

Dear Commonwealth Residents and Businesses,

This is to inform the public and the business community that the Department of Public Works has certified and adopted amendments to the public rights-of-way and related facilities regulations for Saipan, Tinian, and Rota. These updates are to include fee schedules for the temporary occupation of the public rights-of-way. The amendments can be found in the Commonwealth Register in Volume 47, Number 2, dated February 15, 2025.

Link to Regulation Updates is <https://cnmilaw.org/pdf/admincode/T155/T155-20.1.pdf>.

Following these amendments, the department will exercise its right to **terminate all previously issued permits**, whether active or not, requiring a resubmission of an application to include the newly implemented fee schedule. The department will begin to address all unauthorized usage of the public rights-of-way to further provide the community with better ease of travel on all public roads and remove all obstructions that hinder the sight of view of travelers. If applications are not submitted before August 31, 2025, the department will begin to issue encroachment violation notices with a fee of \$500 and a 20% additional charge every month that the encroachment is not removed or authorized. This shall include all encroachments that have been unpermitted, e.g., parking stalls, signage, road closures, events, permanent structures, etc.

Should you have any questions or concerns, please do not hesitate to contact Mr. Noel Jesus Mauldin, Rights-of-Way Section, by email at nmauldin.tsd@dpw.gov.mp, or at 670-235-9570.

Sincerely,

RAY N. YUMUL
Secretary of Public Works

Attachment: Section of the updated regulations concentrated on Fees (3 pages)

cc: Director, Technical Service Division
Acting Highway Administrator
Zoning Permitting Office
CNMI Election Commission
Right-of-Way /njvm

§ 155-20.1-330 Permit Fees Public Right of Way (R.O.W) Temporary Occupancy, Road Cutting and Trenching

I. Signage, Parking, and other use of Public Right-of-Way Standard Fee Schedule:

Permit Administrative Fees (New/Renewals)	\$50.00
Monthly Inspection Fees	\$50.00
Additional Location Fees	\$25.00

1. Activity involving of erecting or placement of a temporary board, poster, banner, bunting, placard, or other temporary sign varying in size, color and design which is temporarily displayed, posted, erected, hung, or tied in a certain public Right-of-Way to advertise or to convey information or a direction shall only be permitted no more than one year.
2. Permit administration fees for Parking stalls shall be assed for every 127 square meters (equivalent to 4 parking stalls with aisle).
3. Permit administration fees for signages shall be collected for a maximum of 2 signage locations. Each additional location shall be charged an extra fee.
4. Public ROW zones for the placement of signboards or banners are categorized as primary, secondary, and tertiary zones identical to vehicular parking.
5. The Secretary of Public Works shall have the discretion to wave any permit fee if approved.

II. Political Signs on Public Right-of-Way Fees:

Permit Administrative Fees (per 3 signboards)	\$75.00
Non-Compliant Fines per sign	\$150.00

- 1 Political sign boards cannot be erected sooner than six (6) months before the election date. A candidate running for office on a CNMI wide election may erect and place a maximum of twenty (20) signboards on each senatorial district- Public Right of Way.
- 2 No political signboards shall be placed on the western beach side along Route 33 in Saipan, or such other areas as determined by the Department.
- 3 No political signboards shall contain any messages, lights, symbols, or trademarks that resemble any official traffic control devices and/or emergency vehicles.
- 4 No political signboards shall contain internal/ external illumination, light-emitting diodes, luminous tubing, fiber optics, luminescent panels, other flashing, moving, or animated features.
- 5 No political signboards shall be placed 500 feet within any school zones, government occupied buildings, and/or potential polling places on public right-of-way.
- 6 No political signboards shall be placed or erected on any trees on Public Right-of-Way.
- 7 No political signboards shall be placed or erected on any utility poles.
- 8 No political signboards shall be placed or erected on any highway traffic safety signs and/or street identifying signs.
- 9 No political signboards shall be placed or erected within 100 feet from any traffic signal lights- And/ or intersections.
- 10 No political signboards shall be placed or erected within 10 feet of any main travel lane and/or 200 feet from any intersection and/or bus stops on Public Right-of-Way.
- 11 No political signboards shall be placed on any Public Right of Way adjacent to government occupied buildings; and/or facilities; Public monuments; parks and tourist sites.
- 12 No political signboards exceeding dimensions of 5ft by 5ft per candidate shall be placed on any Public Right-of-Way
- 13 All permittees shall be responsible for removing and secure all signboards upon issuance notice of severe weather beyond the norm.
- 14 All regulations mandated by election commission shall be incompliant as well as these above.
- 15 All unpermitted signs shall be removed immediately upon discovery and a notice with the fines shall be provided to the candidate for remedy.

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§ 155-20.1-330 Permit Fees Public Right of Way (R.O.W) Temporary Occupancy, Road Cutting and Trenching

III. Community Public Events Fees:

Permit Administrative Fee	\$50.00
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1. The administrative fee involves temporary short-term use of Public Right-of-Way for government or non-commercial activities that benefit the community (e.g., festivals, holiday celebrations, parades) may be waived only upon a written request and the written approval by the Secretary of Public Works, provided the permitted event or activity shall be no more than the duration of thirty days (30).
2. Fees shall be enforced should it exceed the thirty days (30) period.

IV. Temporary Road Closure (TRC) Fees:

Permit Administrative Fee	\$50.00
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1. A written request stating its purpose and duration for a T.R.C. must be submitted to the Secretary of Public Works.

V. Encroachment Violation Fees:

Encroachment Violation Fee	\$500.00
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1. Any encroachment identified by the Department shall receive a notice of Encroachment and if by the end of the term identified in the notice the encroachment is not removed, the encroachment shall be applicable to a violation fee to incur at 20% each month until encroachment is removed and/or a response is received by the department.

VI. Roadside Vendors Fees:

Monthly Fee for Concession (up to 10 square meters)	\$50.00
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1. The use of a temporary structure, vehicle or mobile canteen for the sale of local produce or fish, other perishable or non-perishable items such as handicrafts, trinkets, souvenirs or other goods, at a permitted distance from the side of a road or thoroughfare at a location(s) or designated area(s) or assignment(s) on Public Right-of-Way be permitted on the same financial terms as other concession "Temporary Occupancy Agreement" (TOA).

VII. Liberation Day Parade Lots Fees:

Parade Lot Description	Fees
1. 10ft x 10ft (mandatory)	\$ 10.00
2. 10ft x 20ft (mandatory)	\$ 15.00
3. 20ft x 20ft (mandatory)	\$ 20.00
4. Official Issued Permit (Duplicate)	\$ 5.00
5. Copy of Lot Map (Optional)	\$ 5.00

1. Liberation Parade Lots are to be issued by Right-of-Way Staff. Reservations are not accepted, and the Issuance date of Lots will be determined by Right-of-Way Staff in coordination with Liberation Day Parade Board. Permit conditions and requirements are to be determined by the Department annually. All permits are issued at the discretion of the primary authorized Right-of-Way Section Staff. All Paid Permits are non-refundable and only transferable through the Right-of-Way Section.

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§ 155-20.1-330 Permit Fees Public Right of Way (R.O.W) Temporary Occupancy, Road Cutting and Trenching

VIII. Other Fees for Public Right-of-Way

a. Please Verify with the office for what sizes are available to make copies of before making payment

Description	Duplication Fees	
Copy of permit, certificate and other documents less than 10 pages (10% of the fee amount will be charged to the 11 th and succeeding sheet).	Black & White	\$ 5.00
	Color	\$10.00
	Mixed	\$ 7.00
	Electronic/ Digital Copy	\$10.00
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Maps	Paper size	\$/Sheet
A. Black & White	Letter (8.5x11)	\$ 1.00
	Legal (8.5x14)	\$ 2.00
	Tabloid (11x17)	\$ 3.00
	Arch C (18x24)	\$ 5.00
	Arch D. (24x36)	\$ 7.00
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B. Colored	Letter (8.5x11)	\$ 3.00
	Legal (8.5x14)	\$ 5.00
	Tabloid (11x17)	\$ 7.00
	Arch C (18x24)	\$10.00
	Arch D. (24x36)	\$15.00

IX. Roads Cutting and Trenching Fees:

- (a) DPW shall require the Permittee to pay upon issuance of the permit, fees for costs associated with the work performed under the permit as outlined in the Fee Schedule located at subsection (d) below. Such costs could include costs for reviewing the project and issuing the permit, inspections of the project, deterioration of the Public Right-of-Way, or diminution of the useful life of the Public Right-of-Way, and other costs associated with the work to be done under the permit. Additional charges to cover the reasonable costs and expenses of any required engineering review, inspection, and work site restoration associated with each undertaking may be charged by the Department to each permittee, in addition to the permit fee. For other Use Permits, the Department may charge a fee for a permit that is reasonably calculated to cover the costs indicated below. Provided, however, that the Department may charge no more than the following for the following purposes:
- (1) Use periods of less than one day: No charge.
 - (2) Use periods of less than four days: No more than \$50;
 - (3) Use of a special district or specially designated events area: No more than \$500.
- (b) The costs upon which a permit fee may be based are for:
- (1) Issuing the requested permit;
 - (2) Supervising, as required, the permitted activity;
 - (3) Publication of notice;
 - (4) Required investigation or technical review; and/or
 - (5) The conduct of a hearing.
- (c) For the purpose of this section the Department shall create and maintain for public inspection a list and description of special districts and specially designated events areas, and the permit fees for each.
- (d) Fee Schedule- Road cutting and trenching:

Description:	Fee:
Application	\$ 25.00
Road Cutting and Restoration	\$100.00
Site Inspection	\$100.00
Re-Inspection	\$ 50.00
Final Inspection Per Location	\$100.00
Amendment to Permit	\$ 25.00