



# RESIDENTIAL Right-of-Way Encroachment Permit

THIS FORM IS USED TO APPLY FOR A PERMIT TO USE THE CITY'S RESIDENTIAL RIGHT-OF-WAY (YARD ART, LANDSCAPING, AND OTHER OBSTACLES). Please fill out completely to be considered.

A one-time fee of \$35.00 is due at the time of application submittal.

Yard Art                      Obstacle                      Landscaping                      Other \_\_\_\_\_

**\*\* Be sure to ask if you need any additional permits for your proposed placement, such as Historic District Council staff approval and/or a Building Permit. Please allow 5-7 business days for processing. You will be contacted when your permit review has been completed.**

Property Owner: \_\_\_\_\_

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

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

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

Please describe what will be placed in the right-of-way:

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

Please attach pictures of what will be placed in the right-of-way and drawings of where it will be placed in the right-of-way. A site survey is preferred.

**\*\*\* RELEASE AND WAIVER OF LIABILITY FOR RIGHT-OF-WAY ENCROACHMENT MUST ACCOMPANY THIS APPLICATION TO BE CONSIDERED FOR APPROVAL. \*\*\***

<b>COMMUNITY SERVICES DEPARTMENT - OFFICE USE ONLY</b>			
DATE RECEIVED: _____	BY: _____	PAYMENT: \$ _____	PAYMENT TYPE: _____
			APPLICATION #: _____
REVIEW DATE: _____	APPROVED / DENIED BY: _____		PERMIT #: _____
CIRCLE ONE			